

**WEST DEER
TOWNSHIP
SUPERVISORS
MEETING**



January 15, 2020

6:00pm: Public Hearing/McIntyre Heights

7:00pm: Regular Business Meeting

Members present:
Mr. Forbes _____
Mrs. Hollibaugh _____
Mrs. Jordan _____
Mr. Maudhuit _____
Mr. Karpuzi _____

WEST DEER TOWNSHIP
Board of Supervisors
January 15, 2020

6:00 pm: Public Hearing/McIntyre Heights Conditional Use/PRD
7:00 pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Registered Comments from the Public
5. Comments from the Public
6. Accept Minutes
7. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
8. Police Chief's Report
9. Public Works Foreman's Report
10. Engineer's Report
11. Building Inspector/Code Enforcement Officer's Report
12. Report from the Parks and Recreation Board
13. 2020 Board Appointments
 - A – Planning Commission – 1
 - B – Zoning Hearing Board – 1
 - C – Parks & Recreation – 4
14. Old Business
15. New Business
16. Set Agenda: February 19, 2020
17. Comments from the Public
18. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE DECEMBER 18, 2019 AND JANUARY 6, 2020 MEETINGS.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE DECEMBER 18, 2019 AND JANUARY 6, 2020 MEETINGS AS PRESENTED.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. FORBES	___	___	___	___
MR. KARPUI	___	___	___	___

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh, Chairwoman; Richard W. DiSanti, Jr.; Beverly Jordan; Arlind Karpuzi; Joyce A. Romig; and Gerry Vaerewyck. Member absent: Shawn Maudhuit. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; Douglas Happel, representing Griffith, McCague, & Happel; and Scott Shoup, representing Shoup Engineering.

Chairwoman Hollibaugh opened the meeting and welcomed everyone.

PLEDGE OF ALLEGIANCE

Roll Call taken by Mr. Mator – Quorum present.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- Mr. Adam Fusan, 1914 Saxonburg Boulevard
 - Mr. Fusan commented on the streetlight at McKrell Road and Saxonburg Boulevard and again requested that it be taken down.
 - Much discussion was held on this streetlight. Mr. Mator indicated he spoke with Duquesne Light in regard to the shield to deflect the light away from Mr. Fusan’s property, and he was told the shield had been ordered.

2020 FINAL BUDGET

The Real Estate Tax millage will remain at 2.99 mils for the 2020 Tax Year.

GENERAL FUND BUDGET

Revenues: \$ 6,480,213.51
Expenditures: \$ 6,480,213.51

STREET LIGHTING FUND BUDGET

Revenues: \$ 91,324.00
Expenditures: \$ 83,500.00

FIRE TAX FUND BUDGET

Revenues: \$ 198,000.00
Expenditures: \$ 198,000.00

CAPITAL RESERVE FUND BUDGET

Revenues: \$ 95,952.30
Expenditures: \$ 1,500.00

LIQUID FUELS FUND BUDGET

Revenues: \$ 440,495.21
Expenditures: \$ 440,000.00

OPERATING RESERVE FUND BUDGET

Revenues: \$ 303,000.00
 Expenditures: \$ 200,000.00

RESOLUTION NO. 2019-7
 A RESOLUTION ADOPTING THE 2020 BUDGET OF
 THE TOWNSHIP OF WEST DEER, ALLEGHENY COUNTY, PENNSYLVANIA.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to adopt Resolution No. 2019-7 – the 2020 Budget. Motion carried unanimously 6-0.

ACCEPT MINUTES

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor DiSanti to accept the minutes of the 20 November 2019 meeting as presented. Motion carried unanimously 6-0.

MONTHLY FINANCIAL REPORT

Mrs. Nardis read the following Finance Officer's Report:

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
30 November 2019

I - GENERAL FUND:

	<u>November</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	372,795.97	5,985,972.51	93.84%
Expenditures	437,643.23	5,599,055.20	87.77%

Cash and Cash Equivalents:

Sweep Account

626,882.62

626,882.62**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted

31,168.46

Fire Tax Fund:

Sweep Account - Restricted

30,747.99

State/Liquid Fuels Fund:

Sweep Account - Restricted

110,514.39

172,430.84**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved

196,464.24

Capital Reserve Fund:

Sweep Account - Reserved

1,359,484.51

1,555,948.75

**III - CAPITAL PROJECT FUNDS:
Cash and Cash Equivalents:**

	0.00	0.00
TOTAL CASH BALANCE 11/30/19		2,355,262.21

Interest Earned November 2019	487.97		
	11/1/2019 Debt Balance	November Principal Payment	11/30/2019 Debt Balance
Mars National - VFC #3	\$170,968.39	\$2,607.94	\$168,757.80
NexTier Bank VFC #2	\$426,799.54	\$2,680.96	\$425,497.07

Restricted – Money which is restricted by legal or contractual requirements.
Reserved – Money which is earmarked for a specific future use.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to approve the Finance Officer’s Report as submitted. Motion carried unanimously 6-0.

LIST OF BILLS

Amerikohl Aggregates Inc	453.60
Amerikohl Transport Inc	200.72
Bearcom	1312.41
Best Wholesale Tire Co., Inc.....	1052.35
Dell Marketing LP.....	2127.66
Griffith, McCague & Happel PC.....	2878.50
Hei-Way, LLC.....	280.23
Jordan Tax Service, Inc.	3129.21
Kress Tire	4465.92
MRM Workers’ Comp Fund	22820.84
Office Depot.....	437.73
PA Public Safety, LLC.....	2709.82
Shoup Engineering Inc	9843.50
Toshiba Financial Services.....	683.09
Tristani Brothers, Inc.....	3211.32

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 6-0.

TAX REFUNDS

The Board is in receipt of a list from the Tax Collector requesting the issuance of Real Estate Tax refunds due to assessment changes by Allegheny County for the years 2018 and 2019.

2018 REAL ESTATE TAX REFUNDS

NAME	LOT/BLOCK	AMOUNT
Burkhart, Michael H. / Frances M.	1214-E-345	\$41.90

2019 REAL ESTATE TAX REFUNDS

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Burkhart, Michael H. / Frances M.	1214-E-345	\$41.90

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to issue the tax refunds as submitted by the Tax Collector. Motion carried unanimously 6-0.

POLICE CHIEF'S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of November. A copy of the report is on file at the Township. Questions and comments followed.

Chairwoman Hollibaugh and the Board thanked the Chief and the volunteers for another successful annual toy drive.

PUBLIC WORKS FOREMAN'S REPORT

Mr. John Yourish was present and provided a summary report on the Public Works Department for the months of November/December 2019. A copy of the report is on file at the Township. Questions and comments followed.

ENGINEER'S REPORT

The Board received the Engineer's Report submitted by Shoup Engineering, Inc. Mr. Scott Shoup represented Shoup Engineering, Inc., and summarized the meeting attendance and details of his formal report:

Projects

- Nike Park Project - DCNR Grant
 - Main Parking Lot Landscaping
 - Mr. Shoup reported Hollibaugh Landscaping had completed all work on this project.
 - Overflow and Pavilion/Playground Parking Lot
 - Mr. Shoup reported Holbein, Inc., had completed all work on this project.
 - Playground
 - Mr. Shoup reported Play and Park Structures had completed work on the playground.
 - Bleachers
 - Mr. Shoup reported Play and Park Structures had completed all work on the bleachers.
 - Pavilions
 - Mr. Shoup reported Jeffrey Associates should be starting work on the two pavilions in the near future.
 - Restroom Renovation/Dumpster Enclosure
 - Mr. Shoup reported Select Contracting was awarded the project and will be working on the project this winter.

Development/Subdivision Reviews

- Shar-Hemphill Plan
 - Mr. Shoup mentioned that his review letter of this lot line revision on Dawson Road – dated 8 November 2019 – was submitted to the Township.
- Leto Well and Dionysus Well Pads
 - Mr. Shoup Review stated that – with letters dated 25 November 2019 and submitted to the Township – the land development reviews on Oak Road and Middle Road Extension have been performed.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of November 2019. A copy of the report is on file at the Township. Questions and comments followed.

- Mr. Vaerewyck questioned the Notices of Violations in Mr. Payne's report that are in the Agenda packet and posted on the web site. After some discussion, the Board agreed that copies of those violations will now be submitted as part of the confidential Manager's report and not posted on the website.
- Dr. DiSanti wanted to go on record as a resident to comment on the ash trucks traveling through Russellton and deteriorating various signs in the Russellton area from ash deposits.

REPORT FROM THE PARKS AND RECREATION BOARD

Mrs. Amy Stark, Chairwoman, was present and provided a summary report on the Parks and Recreation Board. A copy of the report is on file at the Township.

ADOPTION: RESOLUTION NO. 2019-8 (APPROVAL OF THE FIREFIGHTER ROSTERS)

As per Ordinance No. 418 – which established an EIT credit for Fire and EMS volunteers – a notarized roster must be submitted to, and reviewed by the Township Manager, then accepted by the Board of Supervisors.

RESOLUTION NO. 2019-8

A RESOLUTION APPROVING THE VOLUNTEERS THAT APPEAR ON THE NOTARIZED LISTS
SUBMITTED BY THE FIRE CHIEFS AND VERIFIED BY THE TOWNSHIP MANAGER.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adopt Resolution No. 2019-8 approving the volunteers that appear on the notarized lists submitted by the Fire Chiefs and verified by the Township Manager. Motion carried unanimously 6-0.

**ADOPTION: RESOLUTION NO. 2019-9 (5210 MIDDLE ROAD LATERAL EXTENSION PROJECT
DCDBA – PLANNING MODULE**

The Board received the Sewage Facilities Planning Module Resolution, Transmittal Letter and correspondence for the 5210 Middle Road Lateral Extension Project for the Deer Creek Drainage Basin Authority. The nature of the sewer project is residential and will have 5 equivalent dwelling units based off of a project flow of 2,000 gallons per day (gpd).

Mr. Shoup reviewed the PA Department of Environmental Protection Planning Module documents and found the Planning Module to be in proper order. Mr. Shoup therefore recommended that it be approved by the Township by Resolution.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to adopt Resolution No. 2019-9 – the PA DEP Sewage Facilities Planning Module for the 5210 Middle Road Lateral Extension Project for the Deer Creek Drainage Basin Authority. Motion carried unanimously 6-0.

APPROVAL: TIME EXTENSION REQUEST (MCINTYRE HEIGHTS PRD APPLICATION/SET HEARING)

The Board received a letter dated 21 November 2019 from Gibson-Thomas Engineering requesting a time extension to 31 January 2020 for the McIntyre Heights PRD application.

The Board would therefore need to set a public hearing on a conditional use application and the PRD Plan application for the McIntyre Heights PRD Project.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to set the public hearing on 15 January 2020 at 6:00 p.m. Motion carried unanimously 6-0.

AUTHORIZATION: HIRING OF PART-TIME POLICE OFFICERS

The Board received a memorandum from Chief Lape recommending the hiring of Jeffrey Botts and Shane Fallen for the position of part-time police officers. Satisfactory background checks were performed on both applicants.

Both Mr. Botts and Mr. Fallen were present and provided a short history of their background.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to hire Jeffrey Botts and Shane Fallen as part-time police officers of West Deer Township, contingent upon their completion of all necessary steps in obtaining their certification from the PA Municipal Officers Training Commission. Motion carried unanimously 6-0.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck -- EMS Committee
- 2) Mrs. Romig -- Engineering & Public Works Committee
- 3) Dr. DiSanti -- Financial, Legal & Human Resources Committee
- 4) Mrs. Jordan -- Parks & Recreation Committee
- 5) Mr. Karpuzi -- Zoning, Planning & Code Committee
- 6) Mr. Karpuzi -- North Hills COG Report

OLD BUSINESS

- Mrs. Jordan asked the other officials what could be done if Mr. Fusan isn't satisfied with the shield on the streetlight.

Mr. Mator pointed out the Chief made his recommendation that he felt the streetlight is good for that intersection, and that the Board would need to decide if they want to accept his recommendation or not.

More discussion was held on this streetlight, and Mr. Mator was directed to check if the Township can buy a new/different light if the shield does not satisfy the needs of the Township and the local residents.

NEW BUSINESS

- Mr. Happel announced the Board held two Executive Sessions on November 25th and December 4th to discuss legal issues regarding the Nike fields, and the investigation of certain violations of the law.

SET AGENDA: REORGANIZATION MEETING

Monday, 6 January 2020 at 8:00 p.m.

Magistrate Swan will Swear-In the two newly Elected Supervisors

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Nominate and Elect Chairperson for the Year 2020
5. Nominate and Elect Vice Chairperson for the Year 2020
6. Appointment: Township Auditor
7. Furnish Bonds
8. Re-establish Robert's Rules of Order
9. Depository for Funds
10. Facsimile Signature
11. Set Monthly Meeting Date and Time
12. Appointment: Delegate and Alternate (NHCOG)
13. Appointment: Delegate and Alternate (ACATO)
14. Appointment: Delegate and Alternate (ANTCC Committee)
15. Conferences
16. Set Agenda: January 15, 2020
17. Adjournment

Items Added:

*Presentations/Applicants for Board Vacancies

*New Business

COMMENTS FROM THE PUBLIC

- None

PLAQUE PRESENTATION TO SUPERVISORS ROMIG, VAEREWYCK, AND DISANTI

Chairwoman Hollibaugh commended and thanked Mrs. Romig, Mr. Vaerewyck, and Dr. DiSanti for their dedication to the Township for their years of service, and presented them each with a plaque.

In appreciation of your leadership as a Supervisor of West Deer Township, and your years of service to its citizens.

*WEST DEER TOWNSHIP BOARD OF SUPERVISORS
18 DECEMBER 2019*

Dr. DiSanti thanked the Board for their support and thanked the staff and employees, and stated he is proud to say that West Deer is a great place to live and work, and was proud to serve as a public official.

ADJOURNMENT

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 7:50 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager

West Deer Township
Board of Supervisors
Reorganization Meeting
6 January 2020
8:00 p.m.

The West Deer Township Board of Supervisors held their Reorganization Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh; Beverly Jordan; Arlind Karpuzi, and Shawn Maudhuit. Member absent: Brandon Forbes. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; and Jon Lape, Chief of Police.

Magistrate Swan was present and swore-in newly elected Supervisor Shirley Hollibaugh.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the Reorganization Meeting.

Roll Call taken by Mr. Mator – Quorum present.

NOMINATE AND ELECT CHAIRPERSON FOR THE YEAR 2020

Nominations opened for Chairperson:

- Supervisor Shirley Hollibaugh nominated Arlind Karpuzi.

No other nominations. Nominations closed.

A roll call vote was taken to appoint the 2020 Chairperson of the West Deer Township Board of Supervisors

Members voting for Mr. Karpuzi: Mrs. Hollibaugh, Mrs. Jordan, Mr. Karpuzi, Mr. Maudhuit.

2020 Chairperson – Mr. Arlind Karpuzi

Mr. Karpuzi thanked the Board.

NOMINATE AND ELECT VICE CHAIRPERSON FOR THE YEAR 2020

Nominations opened for Vice Chairperson:

- Supervisor Beverly Jordan nominated Shirley Hollibaugh

No other nominations. Nominations closed.

A roll call vote was taken to appoint a nominee as 2020 Vice Chairperson of the West Deer Township Board of Supervisors.

Members voting for Mrs. Hollibaugh: Mrs. Jordan, Mr. Karpuzi, and Mr. Maudhuit.

2020 Vice Chairperson – Shirley Hollibaugh

Mrs. Hollibaugh thanked the Board.

APPOINTMENT: TOWNSHIP AUDITOR

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Mark C. Turnley, Certified Public Accountant, as the Township Auditor of West Deer Township for the Year 2020. Motion carried unanimously 4-0.

FURNISH BONDS

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to furnish bonds for the Township Manager and the Administrative personnel for the Year 2020. The bonds will be paid from the General Fund. Motion carried unanimously 4-0.

RE-ESTABLISH ROBERT'S RULES OF ORDER

MOTION BY Supervisor Maudhuit and SECONDED BY Supervisor Hollibaugh to re-establish the Robert's Rules of Order for the Year 2020. Motion carried unanimously 4-0.

DEPOSITORY FOR FUNDS

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to designate PNC Bank and PLGIT (PA Local Government Investment Trust) as depositories for the Township funds for the Year 2020. Motion carried unanimously 4-0.

FACSIMILE SIGNATURE

MOTION BY Supervisor Maudhuit and SECONDED BY Supervisor Hollibaugh to authorize the use of the facsimile stamp signature on all of the West Deer Township accounts. Motion carried unanimously 4-0.

SET MONTHLY MEETING DATE AND TIME

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to set the Township meeting on the third Wednesday of each month at 7:00 p.m. for the year 2020 and Executive Session at 6:30 p.m., as needed, and to advertise in accordance with applicable Laws. Motion carried unanimously 4-0.

APPOINTMENT: DELEGATE AND ALTERNATE TO THE NORTH HILLS COUNCIL OF GOVERNMENTS FOR THE YEAR 2020

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Arlind Karpuzi as the Delegate to the North Hills Council of Governments for the Year 2020. Motion carried unanimously 4-0.

DELEGATE: Arlind Karpuzi

MOTION BY Supervisor Maudhuit and SECONDED BY Supervisor Hollibaugh to appoint Beverly Jordan as the Alternate Delegate to the North Hills Council of Governments for the Year 2020. Motion carried unanimously 4-0.

ALTERNATE: Beverly Jordan

APPOINTMENT: DELEGATE AND ALTERNATE TO THE ALLEGHENY COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to appoint Shirley Hollibaugh as the Voting Delegate to the Allegheny County Association of Township Officials for the Year 2020. A roll call vote was taken. Members voting yes: Mr. Maudhuit, Mrs. Jordan and Mr. Karpuzi. Member abstaining: Mrs. Hollibaugh. Motion carried: 3-yes, 0-no, 1-abstention.

DELEGATE: Shirley Hollibaugh

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Brandon Forbes as the Voting Alternate Delegate to the Allegheny County Association of Township Officials for the Year 2020. Motion carried unanimously 4-0.

ALTERNATE: Brandon Forbes

APPOINTMENT: DELEGATE AND ALTERNATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to appoint Daniel Mator as Delegate to the Allegheny North Tax Collection Committee for the Year 2020. Motion carried unanimously 4-0.

DELEGATE: Daniel Mator

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Jordan to appoint Shawn Maudhuit as Alternate to the Allegheny North Tax Collection Committee for the Year 2020. A roll call vote was taken. Members voting yes: Mrs. Hollibaugh, Mrs. Jordan and Mr. Karpuzi. Member abstaining: Mr. Maudhuit. Motion carried: 3-yes, 0-no, 1-abstention.

ALTERNATE: Shawn Maudhuit

CONFERENCES

The Allegheny County Association of Township Officials 2020 Conferences are held in the spring and fall.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Jordan to authorize the Board members to attend the spring and fall conferences of the Allegheny County Association of Township Officials and expenses to be reimbursed for the Board members. Motion carried unanimously 4-0.

APPLICANTS: BOARD VACANCIES:

As of 31 December 2019, there are vacancies on the Planning Commission, Zoning Hearing Board, and the Parks & Recreation Board. All applicants were invited to attend the Board's meeting this evening.

The Township advertised for all of the vacancies.

PLANNING COMMISSION (ONE APPOINTMENT)

One members' term expired on 31 December 2019: Tim Phelps. Mr. Phelps requested reappointment.

The Board also received letters of interest from Chris Higgins and Alan M. Banks.

None of the applicants were in attendance.

ZONING HEARING BOARD – (ONE APPOINTMENT)

One members' term expired on 31 December 2019: Joseph D. Gizienski. Mr. Gizienski requested reappointment.

The Township did not receive any other letters of interest.

Mr. Gizienski attended the meeting and spoke on his interest and credentials.

PARKS & RECREATION BOARD – (FOUR APPOINTMENTS)

Three members' terms expired on 31 December 2019: Sara Kreidler, Kristen Restori and Chris Reiher.

Both Ms. Restori and Mr. Reiher did not seek reappointment, and Mr. Brandon Farster resigned from the Parks & Recreation Board effective 31 December 2019.

Mrs. Kreidler was appointed by the Board in September to fill the unexpired term of Leslie Petrosky – whose term expired 31 December 2019 – and requested reappointment for a new five year term. The Board also received four letters of interest from: Taite Hopwood, Tracy Harrington, Nina Jonnet, and Steven Vance.

All five applicants attended the meeting and spoke on their interest and credentials.

Chairman Mr. Karpuzi thanked the applicants for coming and indicated the Board will make the appointments at their 15 January 2020 meeting.

NEW BUSINESS

- The Board received a resignation letter dated 6 January 2020 from Griffith, McCague & Happel, P.C. as Township Solicitor. The Board discussed the matter, and directed Mr. Mator to request proposals and to arrange interviews for the position.
- Mr. Karpuzi commented on Policies and Procedures Manual and recommended updates to it. Some discussion was held in regard to this topic.

SET AGENDA: 15 JANUARY 2020

6:00 p.m. – Public Hearing McIntyre Heights PRD/Conditional Use

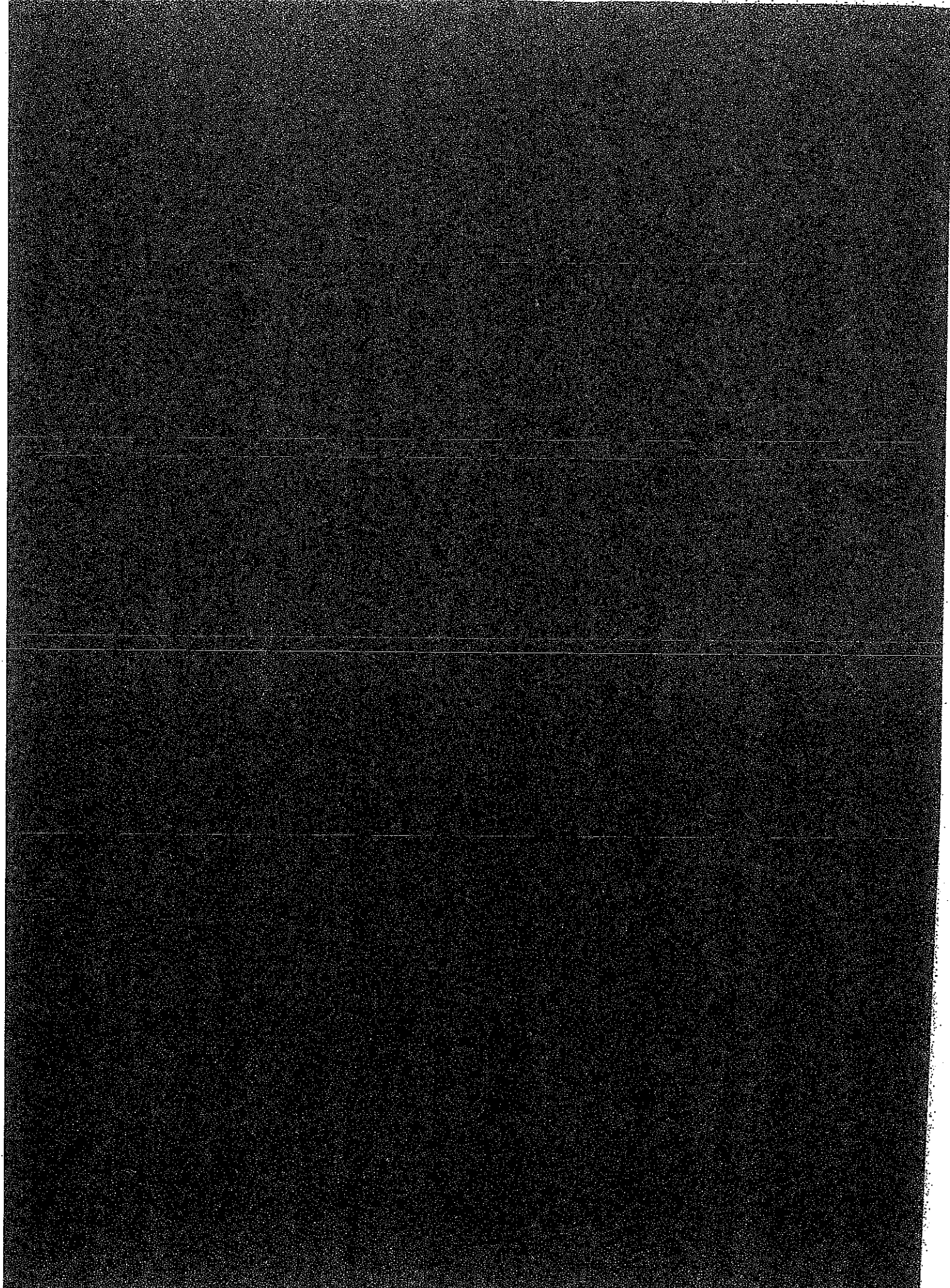
7:00 p.m. -- Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Public Works Foreman's Report
11. Engineer's Report
12. Building Inspector/Code Enforcement Officer's Report
13. Report from the Parks & Recreation Board
14. Authorization: Two 2020 Peterbilt Ten Ton Dump Trucks
15. 2020 Board Appointments
 - A - Planning Commission – 1
 - B - Zoning Hearing Board – 1
 - C - Parks & Recreation - 4
16. Old Business
17. New Business
18. Set Agenda: February 19, 2020
19. Comments from the Public
20. Adjournment

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to adjourn the reorganization meeting at 8:45 p.m. Motion carried unanimously 4-0. Meeting adjourned.

Daniel J. Mator, Township Manager



MONTHLY FINANCIAL REPORT

A) **FINANCE OFFICER'S REPORT**

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO APPROVE THE FINANCE OFFICER'S REPORT AS SUBMITTED.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MR. FORBES	—	—	—	—
MRS. JORDAN	—	—	—	—
MR. KARPUIZI	—	—	—	—

7-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
December 31, 2019

I - GENERAL FUND:

	<u>December</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	330,349.79	6,316,322.30	97.47%
Expenditures	873,430.69	6,475,364.04	99.93%

Cash and Cash Equivalents:

Sweep Account

69,385.78

69,385.78

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted

26,669.19

Fire Tax Fund:

Restricted

27,242.60

State/Liquid Fuels Fund:

Restricted

110,656.91

164,568.70

Investments:

Operating Reserve Fund:

Reserved

829,345.14

Capital Reserve Fund:

Reserved

1,359,540.63

2,188,885.77

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 12/31/19

2,422,840.25

Interest Earned December 2019

639.66

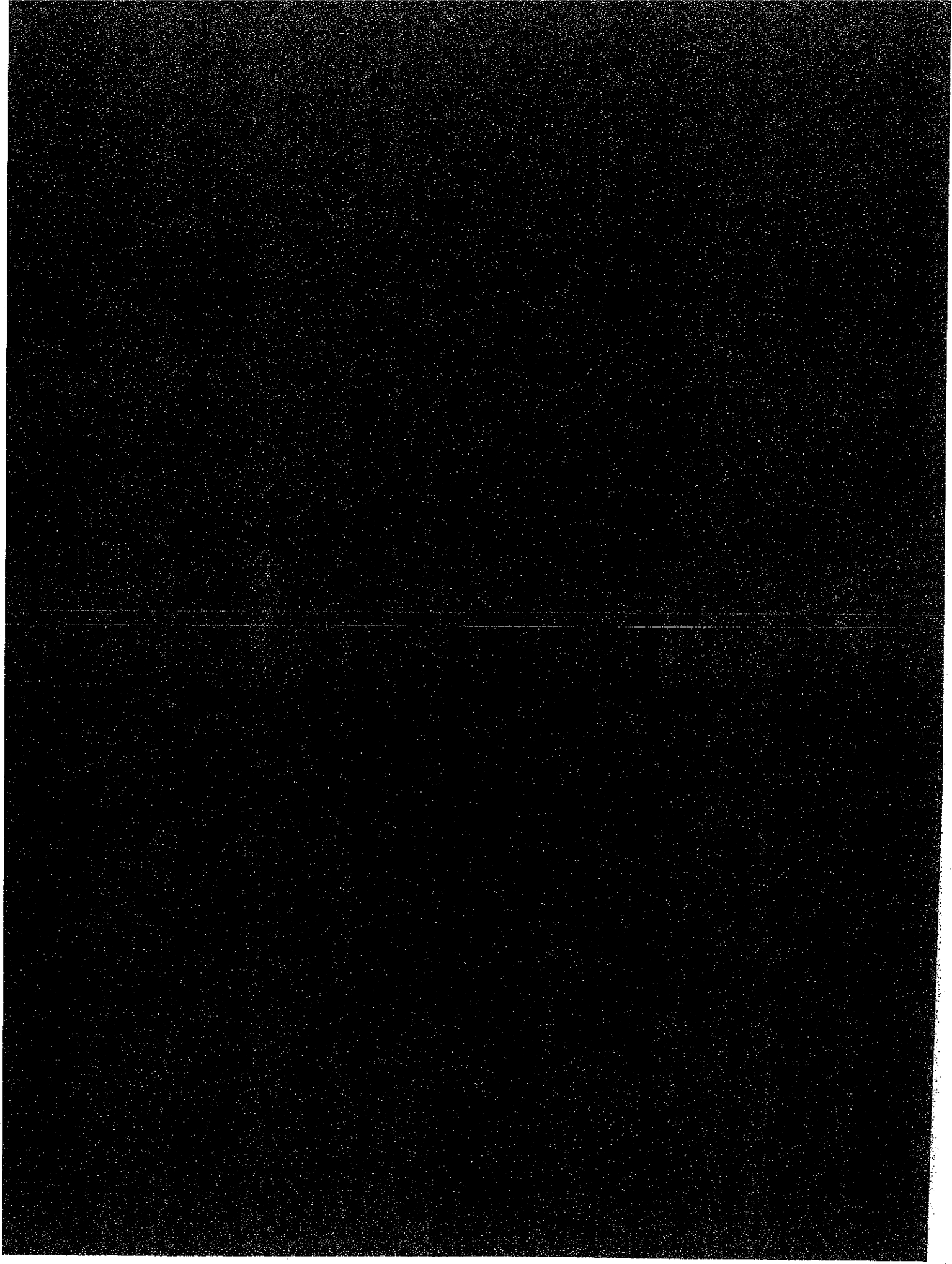
	<u>12/1/2019</u>		<u>December</u>	
	<u>Debt Balance</u>		<u>Principal</u>	<u>12/31/2019</u>
			<u>Payment</u>	<u>Debt Balance</u>
Mars National - VFC #3	168,757.80	\$	2,607.94	167,705.19
NexTier Bank VFC #2	425,497.07	\$	2,680.96	424,144.97

Restricted - Money which is restricted by legal or contractual requirements.

Reserved - Money which is earmarked for a specific future use.

INTEREST EARNED - 2019

	<u>DECEMBER</u>	<u>YTD</u>
GENERAL FUND	\$274.35	\$6,265.08
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$6.10	\$149.80
OPERATING RESERVE	\$160.57	\$2,078.90
STATE FUND	\$142.52	\$3,614.68
CAPITAL RESERVE	<u>\$56.12</u>	<u>\$22,536.22</u>
TOTAL INTEREST EARNED	<u>\$639.66</u>	<u>\$34,644.68</u>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PAY THE LIST OF BILLS AS SUBMITTED, AND ALL APPROVED REIMBURSABLE ITEMS IN COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRACTICES.

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MR. FORBES	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. KARPUZI	___	___	___	___

By Name
Cutoff as of: 12/31/9999

Time: 09:13 am
Date: 01/09/2020
Page: 1

Due Dates: 01/15/2020 thru 01/15/2020

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	check#	Check Amt.
00337	AMERIKOHL AGGREGATES	430.372	41236	1990.50				1990.50		
Road:	Limestone	1219	12/31/2019	01/15/2020						
00337	AMERIKOHL AGGREGATES	430.372	41280	668.85				668.85		
Road:	Limestone	1219	01/06/2020	01/15/2020						
Name: AMERIKOHL AGGREGATES INC										
00338	AMERIKOHL TRANSPORT	430.372	29115	1174.41				1174.41		
Road:	Delivery of Limestone	0120	12/31/2019	01/15/2020						
00338	AMERIKOHL TRANSPORT	430.372	29137	394.62				394.62		
Road:	Delivery of Limestone	0120	01/06/2020	01/15/2020						
Name: AMERIKOHL TRANSPORT INC										
00674	BEARCOM	410.328	4955597	137.50				137.50		
POL:	Radio Equip Maint	0120	01/02/2020	01/15/2020						
00674	BEARCOM	430.327	4955635	57.47				57.47		
Road:	Radio Equip Maint	0120	01/02/2020	01/15/2020						
Name: BEARCOM										
00553	BEST WHOLESALE TIRE	410.374	16568	182.25				182.25		
Police:	Car 39-ignition switch	1219	12/05/2019	01/15/2020						
00553	BEST WHOLESALE TIRE	410.374	16633	42.65				42.65		
Police:	Car 36-ot1 change/filt	1219	12/13/2019	01/15/2020						
00553	BEST WHOLESALE TIRE	410.374	16688	42.65				42.65		
Police:	Car 33-ot1 change/filt	1219	12/23/2019	01/15/2020						
Name: BEST WHOLESALE TIRE CO, INC										
00215	DIGITAL-ALLY	410.550	1110435	3455.75				3455.75		
Police:	DVM-800 KIT/proserv	1219	12/03/2019	01/15/2020						
Name: DIGITAL-ALLY										
10315	GRIFFITH, MCCAGUE &	404.111	274334	978.50				978.50		
Legal	Services: General	1219	12/31/2019	01/15/2020						
10315	GRIFFITH, MCCAGUE &	404.111	274335	166.75				166.75		
Legal	Services: w D Ambulance	1219	12/31/2019	01/15/2020						

By Name
Cutoff as of: 12/31/9999

Time: 09:13 am
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Page: 2

Due Dates: 01/15/2020 thru 01/15/2020

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
10315 GRIFFITH, MCCAGUE & Legal Services:IMCIntyre Height	404.111	274336	19.00				19.00		
10315 GRIFFITH, MCCAGUE & Legal Services:Olympus-well	404.111	274337	332.50				332.50		
Name: GRIFFITH, MCCAGUE & HAPPEL, PC									
00106 JORDAN TAX SERVICE, Certifying for Jtens	403.140	12-19-149	660.00				660.00		
00106 JORDAN TAX SERVICE, Delinquent R E Tax Commission	403.140	12-C-#110	3445.58				3445.58		
Name: JORDAN TAX SERVICE, INC.									
00362 KRESS TIRE Police: CAR #38-TIRES/Mount	410.374	9773-41	603.48				603.48		
00362 KRESS TIRE Road: Trk #7-TIRES	430.374	9782-39	200.00				200.00		
00362 KRESS TIRE Road: Trk #5-TIRES	430.374	9782-46	445.00				445.00		
Name: KRESS TIRE									
00542 MARKL SUPPLY POL: Ammunition-9MM/223REM	410.239	PF-00127183-0	2508.72				2508.72		
Name: MARKL SUPPLY									
00657 OFFICE DEPOT Police: Notebook/wall calendar	410.210	410910720001	-30.15				-30.15		
00657 OFFICE DEPOT Police: Office Supplies	410.210	410915590001	35.84				35.84		
00657 OFFICE DEPOT Office Supplies	406.210	412770384001	68.76				68.76		
00657 OFFICE DEPOT Office Supplies	406.210	412770588001	86.70				86.70		
00657 OFFICE DEPOT Cleaning Supplies	409.226	412770588001	67.95				67.95		
Name: MARKL SUPPLY									

By Name
Cutoff as of: 12/31/9999

Time: 09:13 am
Date: 01/09/2020
Page: 3

Due Dates: 01/15/2020 thru 01/15/2020

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT Cleaning Supplies	409.226	412770589001 12/07/2019	50.89				50.89		
00657	OFFICE DEPOT Office Supplies	406.210	418409937001 12/19/2019	173.74				173.74		
Name: OFFICE DEPOT										
00802	PA PUBLIC SAFETY, LL Police:install gun rack/handcu	410.550	3274 12/30/2019	958.25				958.25		
00802	PA PUBLIC SAFETY, LL Police:Gun rack/Handcuff key	410.550	3279 12/30/2019	415.00				415.00		
Name: PA PUBLIC SAFETY, LLC										
00014	ROADSAFE TRAFFIC SYS Road:U-channel posts	430.245	107549 12/11/2019	250.00				250.00		
00014	ROADSAFE TRAFFIC SYS Road:Signs-Pk Closed/Vehicles	430.245	107551 12/11/2019	300.00				300.00		
Name: ROADS SAFE TRAFFIC SYSTEMS										
00830	SHOUP ENGINEERING IN Eng: Dionysuis Well Pad	408.319	20-10 12/31/2019	25.50				25.50		
00830	SHOUP ENGINEERING IN Eng:DCNR Grant-Bleachers Proj	454.285	20-11 12/31/2019	1127.50				1127.50		
00830	SHOUP ENGINEERING IN Eng: McIntyre Heights	408.319	20-7 12/31/2019	76.50				76.50		
00830	SHOUP ENGINEERING IN Eng: Miscelllaneous	408.313	20-8 12/31/2019	255.00				255.00		
00830	SHOUP ENGINEERING IN Eng: Leto Well Pad	408.319	20-9 12/31/2019	51.00				51.00		
Name: SHOUP ENGINEERING INC.										
00577	TOSHIBA FINANCIAL SE Lease & Maintenance of Copiers	406.261	5008520725 12/20/2019	244.93				244.93		
00577	TOSHIBA FINANCIAL SE Lease & Maintenance of Copiers	410.261	5008520725 12/20/2019	244.94				244.94		

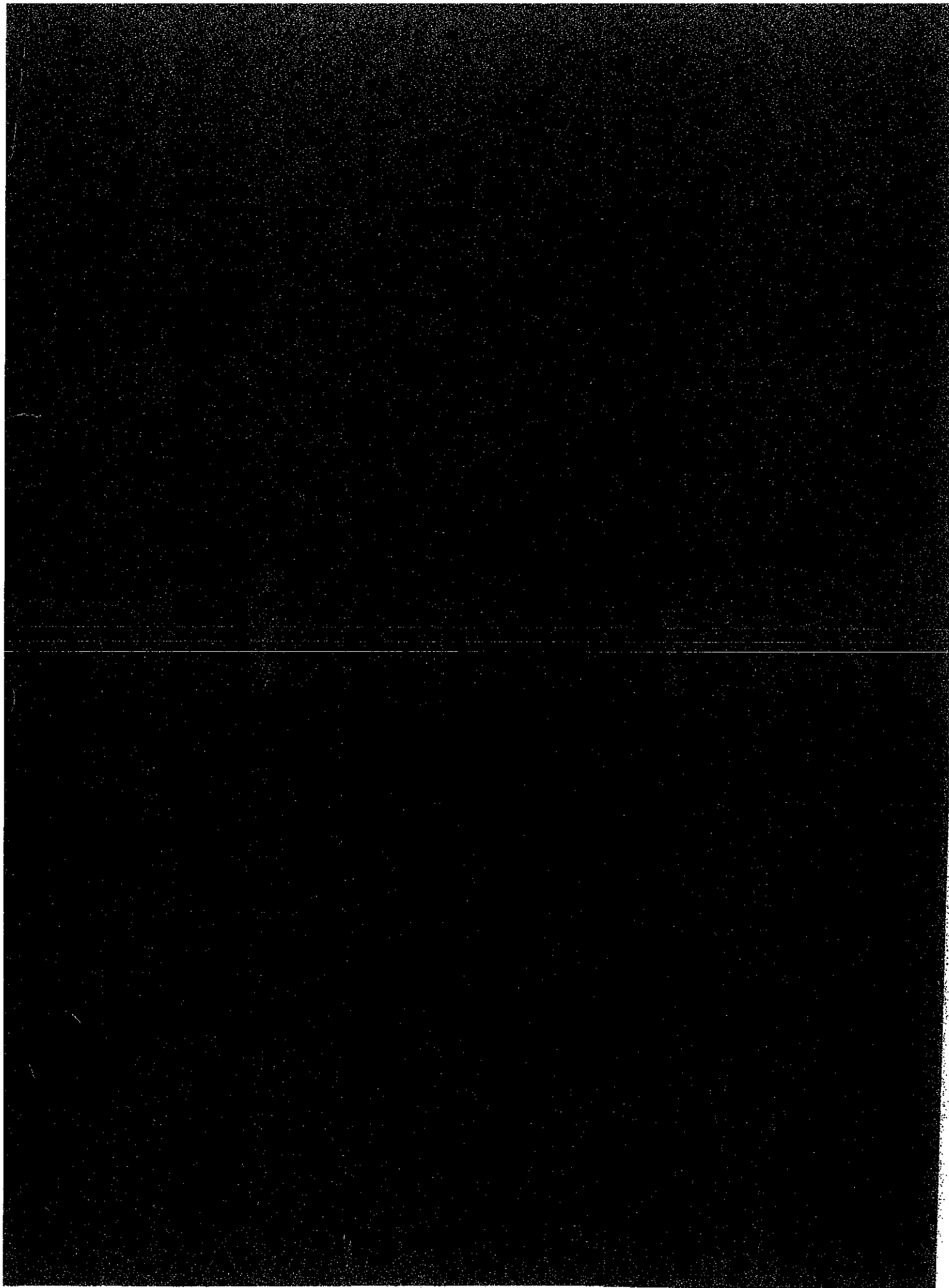
By Name
Cutoff as of: 12/31/9999

Time: 09:13 am
Date: 01/09/2020
Page: 4

Due Dates: 01/15/2020 thru 01/15/2020

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: TOSHIBA FINANCIAL SERVICES									
			489.87				489.87		
00067 TRISTANI BROTHERS, I 430.374 191224 1162.75									
Road:Mack-hydraulic hoses/clamp1219 12/31/2019 01/15/2020 01/09/2020 1162.75 N									
Name: TRISTANI BROTHERS, INC. 1162.75 1162.75									

FINAL TOTALS: 23071.28 23071.28



C) TAX REFUNDS

THE BOARD IS IN RECEIPT OF THE ATTACHED LIST FROM THE TAX COLLECTOR REQUESTING THE ISSUANCE OF A REAL ESTATE TAX REFUND DUE TO ASSESSMENT CHANGES BY ALLEGHENY COUNTY FOR THE YEAR 2018 AND 2019

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ISSUE THE TAX REFUND AS SUBMITTED BY THE TAX COLLECTOR.

(You do not have to read the listthe names, lot & block, & amounts will be typed in the minutes.)

	MOTION	SECOND	AYES	NAYES
MR. FORBES	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. KARPUI	___	___	___	___

WEST DEER TOWNSHIP

Date: 12/13/19

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

Time: 10:06:34

December 2019

Refunds Due to County Change Orders

Payable to: BUNDY NANCY
1325 STOOPS FERRY RD
CORAOPOLIS PA 15108

Lot & Block 1356-D-255
3426 E STAG DR
GIBSONIA PA 15044

Refund of 275.44 due for tax year: 2018

Orig Value:	154,000	Orig Tax:	451.25
New Value:	60,000	New Tax:	175.81
Exoneration:	94,000	Refund:	<u>275.44</u>

WEST DEER TOWNSHIP

Date: 12/13/19

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

Time: 10:02:44

December 2019

Refunds Due to County Change Orders

Payable to: BUNDY NANCY
1325 STOOPS FERRY RD
CORAPOLIS PA 15108

Lot & Block 1356-D-255
3426 E STAG DR
GIBSONIA PA 15044

Refund of 275.44 due for tax year: 2019

Orig Value:	154,000	Orig Tax:	451.25
New Value:	60,000	New Tax:	175.81
Exoneration:	94,000	Refund:	<u>275.44</u>

WEST DEER TOWNSHIP

Date: 01/03/20

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

Time: 09:41:46

January 2020

Refunds Due to County Change Orders

Payable to: DARLING DAVID & ALFERY-DARLING
507 Shadow Ct
Gibsonia, PA 15044

Lot & Block 1667-J-17
507 SHADOW CT
GIBSONIA PA 15044

Refund of 41.32 due for tax year: 2019

Orig Value: 336,400

Orig Tax: 985.72

New Value: 322,300

New Tax: 944.40

Exoneration: 14,100

Refund: 41.32

January 2020

POLICE CHIEF'S REPORT

CHIEF LAPE.....

OFFICER'S MONTHLY REPORT

To: Jonathan D. Lape, Chief of Police
From: Jennifer Borczyk, Administrative Assistant
Subject: Officer's Monthly Report
Date: January 7, 2020

Attached is the Officer's Monthly Report for December 2019.

JB

CC: D. Mator, Manager
A. Karpuzi, Chairman
S. Hollibaugh, Vice Chairwoman
B. Jordan
S. Maudhuit
B. Forbes

Points of Interest

December 2019

Chief Jonathan Lape

- December 12- Attended Allegheny County Chief's Meeting.
- December 17- Toys for Children gift distribution at West Deer EMS building. Over the course of the last month, we were able to generate \$9,252 in donations, in addition to gifts that were donated by the community. Cub Scout Pack 965 also assisted with dropping off bags and picking up donations. We helped 46 families by distributing to 101 children. Each child received 8-10 toys, a coat, and a \$25 voucher for new shoes. In total, roughly 1,100 toys were distributed.
- December 20- Attended COG Meeting and Christmas Luncheon

K9 Officer Edward Newman

- No Reports

Sergeant Mikus & Officer Petosky

- December 6- Firearms training at Hampton Township Range, as well as training with less lethal means.
- December 20- Policy and Procedure review held at Berkeley Hills Volunteer Fire Department.
- December 31- NHSRT Call out in McCandless for barricaded male in residence accompanied with shots fired call.

Explorers

- December 12- Explorers continued their homicide investigation by preparing evidence to present to the District Attorney.

School District Details

- See attached SRO Security Detail & Logs
- December 3- School Board Meeting; Sgt. Bailey provided general security
- December 9- Girls Basketball; Sgt. Mikus, Officer Elza provided general security
- December 11- Boys Basketball; Sgt. Shurina, Officer Rigous provided general security
- December 12- Girls Basketball; Officer Wikert provided general security
- December 13- Boys Basketball; Officer Evan, Officer Elza provided general security
- December 19- Girls Basketball; Officer Trocki provided general security

Misc. Details

- November 25 through December 8- Click it or ticket details.
- December 6- Administrative Assistant Jen Borczyk and Sergeant Bailey applied for newly hired part time officer Chad Bowman's Municipal Police Officer Education and Training Commission Certification number.
- December 20- Administrative Assistant Jen Borczyk applied for newly hired part time officers Jeffrey Botts and Shane Fallen's Municipal Police Officer Education and Training Commission Certification Number.

Correspondence

- December 2- Received donation from resident for 2020 Community Days Breast Cancer Walk/ Run
- December 21- Received holiday card thanking Sergeant Loper, Officer Dobson, and Officer Gizienski (see attached)

OFFICER'S MONTHLY REPORT
DECEMBER 2019

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	39	687	726
CALLS FOR SERVICE/FIELD CONTACTS	344	5,298	5642
ALL OTHER CALLS	451	5,198	5649
TOTALS CALLS FOR SERVICE	834	11,309	12143

ARRESTS

ADULT	0	71	71
JUVENILE	0	3	3
TRAFFIC CITATIONS	17	255	272
NON TRAFFIC CITATIONS	1	22	23
PARKING CITATIONS	3	0	3
WARNINGS	2	96	98

PERSONNEL

GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	1	8	9

VEHICLE REPORTS

TOTAL MILES TRAVELED	10,147	109,966	120113
GALLONS OF GASOLINE USED	721.1	9,478.93	10200.03
REPAIRS/MAINTENANCE	871.03	17,671.96	18542.99

OVERTIME PAID

COURT (OFF DUTY)	12	115.50	127.5
PRELIMINARY HEARINGS	2	38.50	40.5
PRETRIAL	0	33.00	33
INVESTIGATIONS	0	61.75	61.75
ARRESTS	0	32.00	32
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	72	186.00	258
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	14	171.00	185
TOTAL HOURS	100	611.75	711.75

OFFICER'S MONTHLY REPORT
DECEMBER 2019

QUARTERLY REPORT	2018 YEAR TO DATE	2019 YEAR TO DATE
REPORTABLE CALLS FOR SERVICE	677	726
CALLS FOR SERVICE/FIELD CONTACTS	3,854	5,642
ALL OTHER CALLS	5,892	5,649
TOTAL CALLS FOR SERVICE	10,625	12,143
 <u>ARRESTS</u>		
ADULT	83	71
JUVENILE	1	3
TRAFFIC CITATIONS	451	272
NON TRAFFIC CITATIONS	55	23
PARKING CITATIONS	4	3
WARNINGS	108	98
 <u>PERSONNEL</u>		
GRIEVANCES FILED BY POLICE OFFICERS	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0
LETTERS COMMENDING POLICE OFFICERS	6	9
 <u>VEHICLE REPORTS</u>		
TOTAL MILES TRAVELED	119,883	120,113
GALLONS OF GASOLINE USED	9,460.50	10,200.03
REPAIRS/MAINTENANCE	16,651.04	18,542.99
 OVERTIME		
COURT (OFF DUTY)	100.5	127.5
PRELIMINARY HEARINGS	123.5	40.5
PRETRIAL	0	33
INVESTIGATIONS	62.5	61.75
ARRESTS	62.5	32
SPEED CHECKS	0	0
PRIVATE CONTRACTS	9	0
MISC. HOURS - FILLED SHIFTS	67	258
MISC. HOURS - ADMIN HOURS	0	0
ALL OTHER MISC. HOURS	140.5	185
TOTAL HOURS	565.5	711.75



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



Monthly Report Deer Lakes School District SRO / Security Detail & Logs

DECEMBER 2019

WDPD INCIDENT REPORTS TOTAL: 2

- 1 Weapon Violation – Knife
- 1 Theft – Other

SRO / SECURITY DETAILS & LOGS TOTAL: 76

- 46 Security General
- 2 Security Cafeteria
- 1 Security Parking Lot
- Instruct SRO Student Program
- Instruct SRO Faculty Program
- 2 Instruct DARE Program
- 1 Attend Court
- 6 Attend Meeting
- 3 Attend Training
- 1 Assist Student
- 5 Assist Teacher
- 5 Assist Administrator
- Assist Juv. Prob. Officer
- Assist Nurse / EMS
- 1 Assist Other
- 1 Student Transport
- Student Missing / Search
- 1 Student Monitoring
- Suspicious Incident / person
- K-9 Drug Search
- 1 School Safety Drill
- 1 Other / Miscellaneous

TOTAL ACTIVITY

TOTAL: 78



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	18
MIDDLE SCHOOL	18
E.U. INTERMEDIATE	21
CURT. PRIMARY	20
ADMIN. BUILDING	0
BUS GARAGE	0
OTHER	1

FREQUENT STUDENT INVOLVEMENT

DL School / Student ID #: EU 29132 TOTAL INVOLVEMENTS THIS PERIOD: 2

DARE / SRO CLASSES AND PROGRAMS

DARE CLASSES INSTRUCTED DURING THIS PERIOD

<u>Number of Classes</u>	<u>Grade Level</u>
14	Kindergarten Charlie Check Fist Classes

SRO Programs INSTRUCTED DURING THIS PERIOD

<u>Program</u>	<u>School</u>	<u>Date</u>
None		

See attached WDPD reports for more detail and/or any notes regarding specific incidents.

Officer Dolson,

12-21-19

Your kindness made
a horrific situation (my
mothers death) tolerable

Officer Koper,

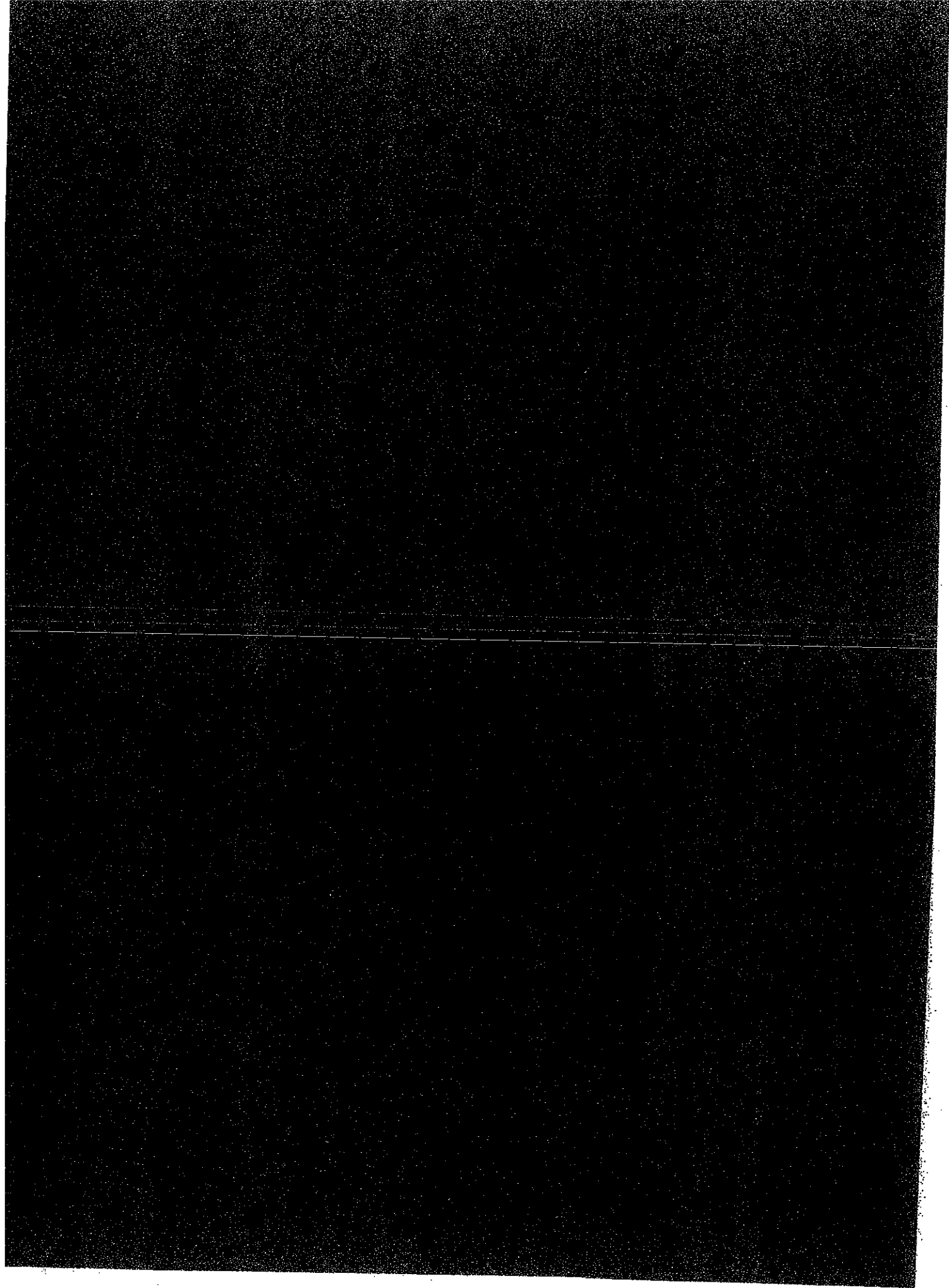
There you were! I did
not see you enter my
home, but once again
your presence calmed
my soul.

Officer Tina,

Thank you for being
you. Nothing more needs
to be said!

May you all have a
blessed and happy holiday
season.

Respectfully,
Monica Brewer



PUBLIC WORKS FOREMAN'S REPORT

MR. YOURISH.....

2019

MONTHLY REPORT FOR DECEMBER 9-31
PUBLIC WORKS DEPARTMENT

ROADS

- Ashley - repair base and berm.
- Christine - fix separated pipe.
- Trees -Martin and Kaufman.
- Salt roads.
- Clean drains/Patch Holes/Replace stop sign.

TRUCKS & EQUIPMENT

- Grease equipment.
- Truck recalls.
- Change hose on salt spreader.
- Weld bracket on salt spreader.

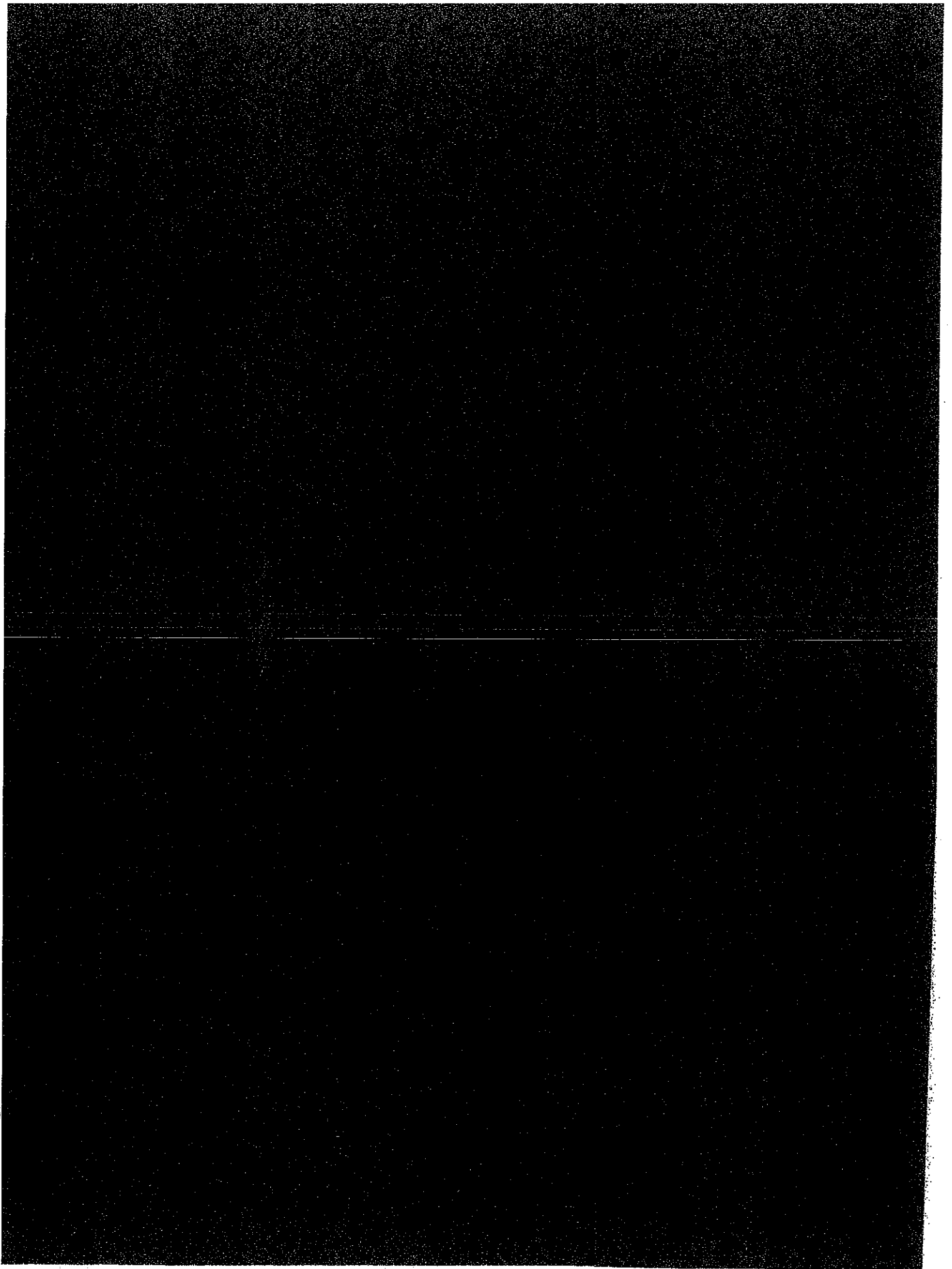
MISCELLANEOUS

- Put up ice rink.
- Weld and paint rings.
- Post signs at Nike site and Bairdford Park.
- Hauled metal pipe to scrape yard.
- Plumbing work in garage.
- Meeting with Premium Landscape.
- Meeting with Peterbilt.
- Clean up leaves.
- Hauled summertime equipment to Nike site.

PA1 Calls 48 83 ½ Hrs. Snow
 3 Meeting
 86 ½


John Yourish

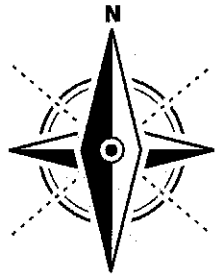
1-2-20
Date



ENGINEER'S REPORT

ATTACHED IS THE ENGINEER'S REPORT SUBMITTED BY SHOUP
ENGINEERING, INC.

MR. SHOUP.....



SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

DECEMBER 2019 ENGINEER'S REPORT WEST DEER TOWNSHIP

Prepared January 7, 2020

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – December 18, 2019

2. DEVELOPMENTS/PROJECTS

Shoup Engineering has provided input into the following developments/projects:

Nike Park Project - DCNR Grant

Main Parking Lot Landscaping - Hollibaugh Landscaping has completed all work on this project.

Overflow and Pavilion/Playground Parking Lot - Holbein, Inc. has completed all work on this project.

Playground - Play and Park Structures has completed work on the playground.

Bleachers - Play and Park Structures has completed all work on the bleachers.

Pavilions - Jeffrey Associates should be starting work on the two pavilions in the Spring of 2020.

Restroom Renovation/Dumpster Enclosure - Select Contracting has been awarded this project and will be working on the project this winter.

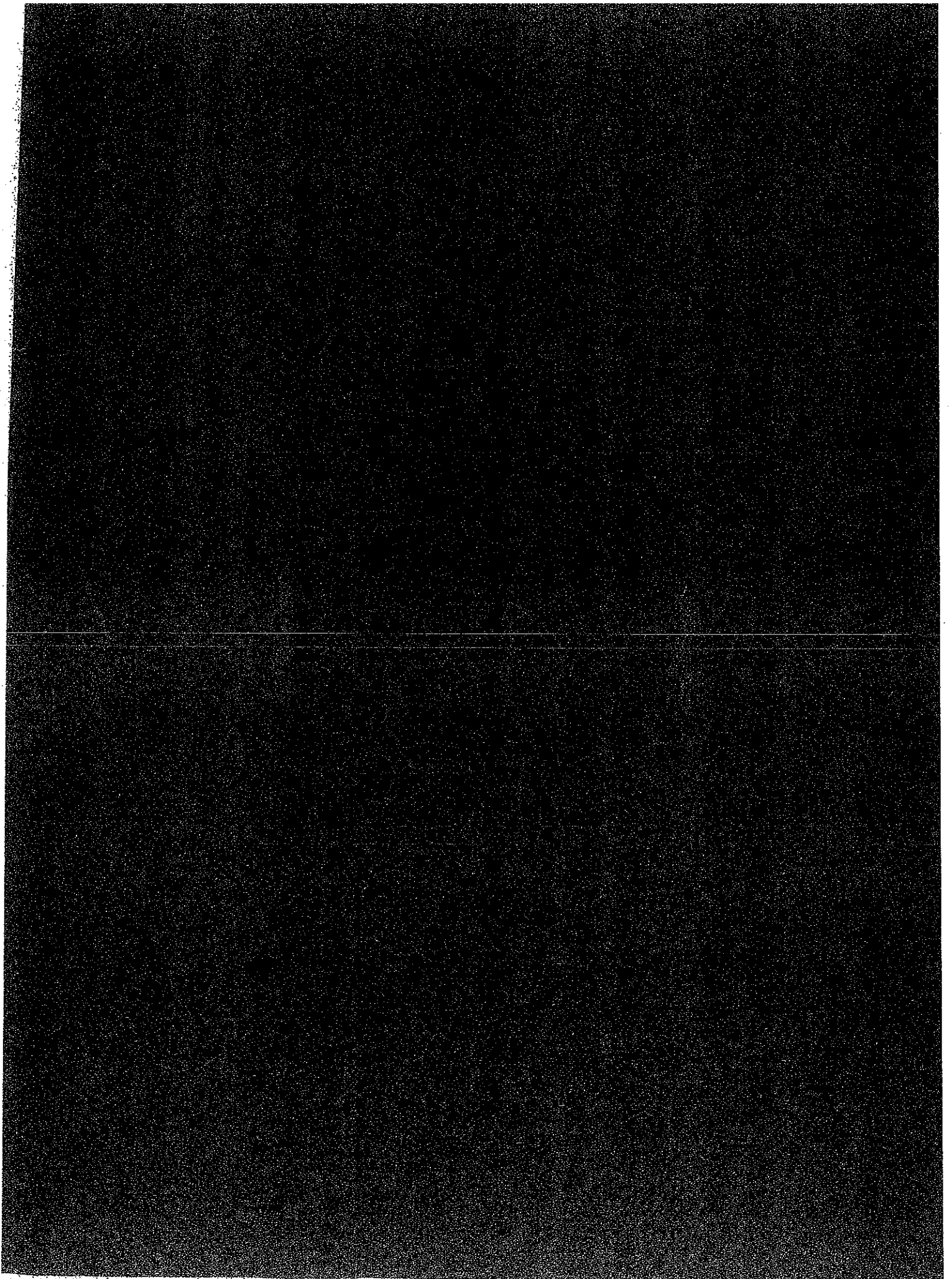
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

McIntyre Heights - Multiple reviews of this application for tentative approval of a Planned Residential Development have been performed with the latest review letter dated January 2, 2020.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

Code Enforcement

December 31, 2019

1. Issued 10 Occupancy Permits
2. Issued 16 Building Permits
3. Performed 47 site inspections
4. No Planning Commission or Zoning Hearing Board meetings were held.
5. Initiated 11 complaint investigations.
6. Issued 7 Notices of violations.
7. Issued 21 citations.
8. Attend court for 20 citations.

2019 Year Totals

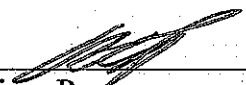
1. 261 Occupancy permits issued.
2. 213 Building permits issued.
3. Permit included 46 new homes and 8 commercial.
4. 414 site inspections performed.

Other stats started from August

1. 108 complaint investigations initiated.
2. 78 notices of violations issued.
3. 86 citations issued.

Dog Shelter

1. 29 dogs adopted.
2. 28 dogs returned to owners.
3. \$28,344.48 paid out in vet bills.
4. \$20,962.50 in donations received.
5. \$907 paid out in Margret Albrecht Spay and Neuter Fund.
 - a. 1 dog received care.
 - b. 17 feral cats received care.
 - c. Since the program started in 2015
 - i. 148 animals received care
 - ii. 124 were feral cats who were fixed and received rabies vaccines.
 - iii. \$9,225 of the allotted \$25,000 fund has been used.



William Payne
Code Enforcement Officer

**West Deer Township
Occupancy Permit Report
DECEMBER 2019**

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
12/03/2019	O19-248	2009-J-278	Ron Mercer	4120 BAKERSTOWN CULMERVILLE RD	Single Family Home	No
12/03/2019	O19-249	1513-A-263	Kelly Rykaceski	37 FAWN ST	Single Family Home	No
12/09/2019	O19-250	1359-D-132	GIUSEPPE ZOTTOIA	5 BURGER DR	Single Family Home	No
12/09/2019	O19-251	1357-K-8	DANIEL MALINOWSKI	408 RACHAEL CT	Single Family Home	No
12/12/2019	O19-252	1361-M-101	RENEE LORD/WARREN	15 A-B SCHOOL ST	Duplex/Carriage House	No
12/18/2019	O19-253	1357-A-265	Matthew Smith & Lindsay Fuller	248 PINTAIL RD	Single Family Home	No
12/18/2019	O19-254	1511-J-242	Sara Miller	131 REAGHARD DR	Single Family Home	No
12/19/2019	O19-255	1214-E-303	Victor & Joan Son	3534 CEDAR RIDGE RD.	Single Family Home	No
12/19/2019	O19-256	1214-E-303	Victor & Joan Son	3534 CEDAR RIDGE RD.		
12/30/2019	O19-261	1214-E-305	Paul K & Rita R Hochstine	3536 CEDAR RIDGE RD.	Single Family Home	Yes

Total Fees Collected by Month

December- \$225

**West Deer Township
Occupancy Permit Report
DECEMBER 2019**

Total Fees Collected

Grand Total - \$225

**West Deer Township
Building Permit Report
DECEMBER 2019**

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
12/02/2019	P19-197	Grading	PITTSBURGH NATL GOLF COURSE	287 MONIER RD	2011-E-058	\$305,000.00	\$250.00
12/03/2019	P19-198	Single Family Dwelling	GLASSO BUILDERS	966 COPPER CREEK TRAIL	1667-N-70-A	\$190,000.00	\$567.00
12/03/2019	P19-199	Single Family Dwelling	GLASSO BUILDERS	968 COPPER CREEK TRAIL	1667-N-70-B	\$190,000.00	\$567.00
12/04/2019	P19-200	Addition	KEITH E & ROBYN GRAY	345 MCINTYRE RD	1834-P-152	\$25,000.00	\$660.60
12/04/2019	P19-201	Single Family Dwelling	GLASSO BUILDERS	958 COPPER CREEK TRAIL	1508-A-80-A	\$190,000.00	\$567.00
12/04/2019	P19-202	Single Family Dwelling	GLASSO BUILDERS	960 COPPER CREEK TRAIL	1508-A-80-B	\$190,000.00	\$567.00
12/04/2019	P19-203	Single Family Dwelling	GLASSO BUILDERS	962 COPPER CREEK TRAIL	1508-A-82-A	\$190,000.00	\$567.00
12/04/2019	P19-204	Single Family Dwelling	GLASSO BUILDERS	964 COPPER CREEK TRAIL	1508-A-82-B	\$190,000.00	\$567.00
12/05/2019	P19-206	Single Family Dwelling	GLASSO BUILDERS	967 COPPER CREEK TRAIL	1508-A-84-A	\$190,000.00	\$567.00
12/04/2019	P19-207	Single Family Dwelling	GLASSO BUILDERS	969 COPPER CREEK TRAIL	1508-A-84-B	\$190,000.00	\$567.00
12/04/2019	P19-208	Single Family Dwelling	GLASSO BUILDERS	971 COPPER CREEK TRAIL	1667-N-68-A	\$190,000.00	\$567.00

**West Deer Township
Building Permit Report
DECEMBER 2019**

12/04/2019	P19-209	Single Family Dwelling	GLASSO BUILDERS	973 COPPER CREEK TRAIL	1667-N-68-B	\$190,000.00	\$567.00
12/11/2019	P19-210	Fence	DAVID C & PATRICIA MARLIN	3502 W/STAG DR	1507-S-306	\$400.00	\$5.00
12/16/2019	P19-211	Antenna	EDWARD & DOROTHY BREYNAK	3819 CEDAR RIDGE RD	1080-B-24	\$20,000.00	\$350.00
12/16/2019	P19-212	Antenna	DONALD & JANE DILLNER	756 Packsaddle Trl	2382-R-232-00T1	\$15,000.00	\$475.00
12/17/2019	P19-213	Grading	Matthew Stotler	253 RUSSELLTON-DORSEYVILLE RD.L	1217-C-22	\$0.00	\$250.00
Totals: 16						\$2,265,400.00	\$7,660.60

Permit Type	Count	Construction Cost	Fee Total
Addition	1	\$25,000.00	\$660.60
Antenna	2	\$35,000.00	\$825.00
Fence	1	\$400.00	\$5.00
Grading	2	\$305,000.00	\$500.00
Single Family Dwelling	10	\$1,900,000.00	\$5,670.00
Permit Status	Count	Construction Cost	Fee Total
Issued	16	\$2,265,400.00	\$7,660.60

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 12/01/2019 To 12/31/2019

Date	Type	Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
12/2/2019	Site Inspection		1093 EISENHOWER DR, RUSSELLTON, PA, 15076	1093 EISENHOWER DR	1219-J-28	Passed	William Payne
12/2/2019	Complaint Follow Up		5 CHRISTINE DR, CHESWICK, PA, 15024	5 CHRISTINE DR	1216-M-64	Passed	William Payne
12/2/2019	Complaint Follow Up		287 MONIER RD, GIBSONIA, PA, 15044	287 MONIER RD	2011-E-058	Passed	William Payne
12/2/2019	Complaint Follow Up		425 6TH AVE, STE. 950, PITTSBURGH, PA, 15219	40 MCKRELL RD	1512-M-280	Passed	William Payne
12/2/2019	Complaint Follow Up		187 TARENTUM CULMERVILLE, TARENTUM, PA, 15084	187 TARENTUM CULMERVILLE	1839-F-356	Passed	William Payne
12/2/2019	Complaint Follow Up		410 LINDEN DR, CHESWICK, PA, 15024	410 LINDEN DR	1360-H-146	Passed	William Payne
12/3/2019	Complaint Follow Up		1161 Eisenhower, Russellton, Pa, 15076	1161 EISENHOWER DR	1218-M-173	Passed	William Payne
12/3/2019	Complaint Follow Up		1022 BEECHNUT ST, TARENTUM, PA, 15084	1022 BEECHNUT ST	2197-N-17	Failed	William Payne
12/3/2019	Complaint Follow Up		6 BURGER RD, CHESWICK, PA, 15024	6 BURGER RD	1359-D-141	Passed	William Payne
12/3/2019	Complaint Follow Up		539 Baranof Ave., Fairbanks, Alaska, 99701	2024 B CHURCH ST	1361-M-125	Failed	William Payne
12/3/2019	Complaint Follow Up		2596 SAMPLE RD., ALLISON PARK, PA, 15101	159 REAGHARD DR	1511-F-72	Failed	William Payne
12/4/2019	Complaint Follow Up		879 LITTLE DEER CREEK VALLEY RD, RUSSELLTON, PA, 15076	879 LITTLE DEER CREEK VALLEY RD	1361-S-206	Failed	William Payne
12/4/2019	Fireblocking		248 Deer Creek Valley , Tarentum, PA, 15084	248 DEER CREEK RD	1838-R-074	Failed	William Payne
12/4/2019	Complaint Follow Up		1024 CHURCH ST, RUSSELLTON, PA, 15076	181 MICHAEL RD	1361-M-301	Failed	William Payne
12/5/2019	Complaint Follow Up		3 OAK ST, RUSSELLTON, PA, 15076	3 OAK ST	1361-S-365	Failed	William Payne
12/5/2019	Complaint Follow Up		20 DEER ST, TARENTUM, PA, 15084	20 DEER ST	1672-J-045	Failed	William Payne
12/6/2019	Insulation		4052 MCKALLOFF RD, GIBSONIA, PA, 15044	4052 MCKALLOFF RD	2008-L-135	Passed	William Payne
12/6/2019	Framing		4052 MCKALLOFF RD, GIBSONIA, PA, 15044	4052 MCKALLOFF RD	2008-L-135	Passed	William Payne
12/6/2019	Fireblocking		4052 MCKALLOFF RD, GIBSONIA, PA, 15044	4052 MCKALLOFF RD	2008-L-135	Passed	William Payne
12/9/2019	Complaint Follow Up		70 Stewart Street, Tarentum, PA, 15084	70 Stewart Street	2196-S-241	Failed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 12/01/2019 To 12/31/2019

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
12/9/2019	Complaint Follow Up		332 HICKORY ST, CURTISVILLE, PA, 15032	332 HICKORY ST	2012-H-245	Passed	William Payne
12/9/2019	Complaint Follow Up		539 Baranof Ave., Fairbanks, Alaska, 99701	2024 B CHURCH ST	1361-M-125	Passed	William Payne
12/9/2019	Drywall		248 Deer Creek Valley , Tarentum, PA, 15084	248 DEER CREEK RD	1838-R-074	Failed	William Payne
12/9/2019	Complaint Follow Up		2060 SAXONBURG BLVD, GIBSONIA, PA, 15044	2060 SAXONBURG BLVD	1511-F-394	Failed	William Payne
12/10/2019	Complaint Follow Up		183 TARENTUM CULMERVILLE, TARENTUM, PA, 15084	183 TARENTUM CULMERVILLE	1839-F-327	Passed	William Payne
12/11/2019	Complaint Follow Up		539 Baranof Ave., Fairbanks, Alaska, 99701	2024 B CHURCH ST	1361-M-125	Failed	William Payne
12/12/2019	Complaint Follow Up		879 LITTLE DEER CREEK VALLEY RD, RUSSELLTON, PA, 15076	879 LITTLE DEER CREEK VALLEY RD	1361-S-206	Failed	William Payne
12/12/2019	Complaint Follow Up		7 BAIRDFORD RD, GIBSONIA, PA, 15044	7 BAIRDFORD RD	2010-E-136	Passed	William Payne
12/12/2019	Framing		266 EAST UNION RD, CHESWICK, PA, 15024	266 EAST UNION RD	1360-M-365	Passed	William Payne
12/16/2019	Complaint Follow Up		204 GOLF VIEW DR. #193, MONACA, PA, 15061	157 OAK RD	1509-A-135	Failed	William Payne
12/16/2019	Complaint Follow Up		70 Stewart Street, Tarentum, PA, 15084	70 Stewart Street	2196-S-241	Failed	William Payne
12/16/2019	Drywall		248 Deer Creek Valley , Tarentum, PA, 15084	248 DEER CREEK RD	1838-R-074	Passed	William Payne
12/16/2019	Complaint Follow Up		539 Baranof Ave., Fairbanks, Alaska, 99701	15 A-B SCHOOL ST	1361-M-101	Passed	William Payne
12/16/2019	Complaint Follow Up		2596 SAMPLE RD., ALLISON PARK, PA, 15101	159 REAGHARD DR	1511-F-72	Failed	William Payne
12/17/2019	Insulation		1426 PITTSBURGH ST., VALENCIA, PA, 16059	107 LEX LANE	1214-E-329	Passed	William Payne
12/17/2019	Fireblocking		1426 PITTSBURGH ST., VALENCIA, PA, 16059	107 LEX LANE	1214-E-329	Passed	William Payne
12/17/2019	Complaint Follow Up		1734 SAXONBURG BLVD., TARENTUM, PA, 15084	1801 SAXONBURG BLVD	1838-N-227	Passed	William Payne
12/17/2019	Complaint Follow Up		20 DEER ST, TARENTUM, PA, 15084	20 DEER ST	1672-J-045	Failed	William Payne
12/18/2019	Complaint Follow Up		6077 BAPTIST RD., PITTSBURGH, PA, 15236	240 ASH LANE	1668-R-202	Failed	William Payne
12/18/2019	Complaint Follow Up		1001 MACARTHUR DR, RUSSELLTON, PA, 15076	1001 MACARTHUR DR	1219-N-357	Passed	William Payne
12/18/2019	Complaint Follow Up		PO BOX 501, RUSSELLTON, PA, 15076	889 LITTLE DEER CREEK VALLEY RD	1361-S-19	Failed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 12/01/2019 To 12/31/2019

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
12/18/2019	Site Inspection		494 BAIRD FORD RD, BAIRD FORD, PA, 15006	494 BAIRD FORD RD	1669-F-33	Passed	William Payne
12/18/2019	Complaint Follow Up		49 BURGER RD., CHESWICK, PA, 15024	49 BURGER RD	1360-E-169	Failed	William Payne
12/18/2019	Complaint Follow Up		177 TRUMP RD, CHESWICK, PA, 15024	177 TRUMP RD	1360-E-129	Failed	William Payne
12/18/2019	Complaint Follow Up		44 Russellton Dorseyville, Cheswick, Pa, 15024	44 RUSSELLTON DORSEYVILLE	1216-M-244	Passed	William Payne
12/19/2019	Complaint Follow Up		29 STEWART ST, TARENTUM, PA, 15084	29 STEWART ST	2196-R-397	Passed	William Payne
12/20/2019	Complaint Follow Up		2006 CHURCH ST, RUSSELLTON, PA, 15076	2006 CHURCH ST	1361-M-148	Passed	William Payne

**West Deer Township
109 East Union Road
Cheswick, PA 15024**

**WD Inspection Report
From 12/01/2019 To 12/31/2019**

Count by Type

Type	Count
Complaint Follow Up	36
Drywall	2
Fireblocking	3
Framing	2
Insulation	2
Site Inspection	2
Total	47

**West Deer Township
109 East Union Road
Cheswick, PA 15024**

**WD Inspection Report
From 12/01/2019 To 12/31/2019**

Count by Status

Status	Count
Failed	21
Passed	26
Total	

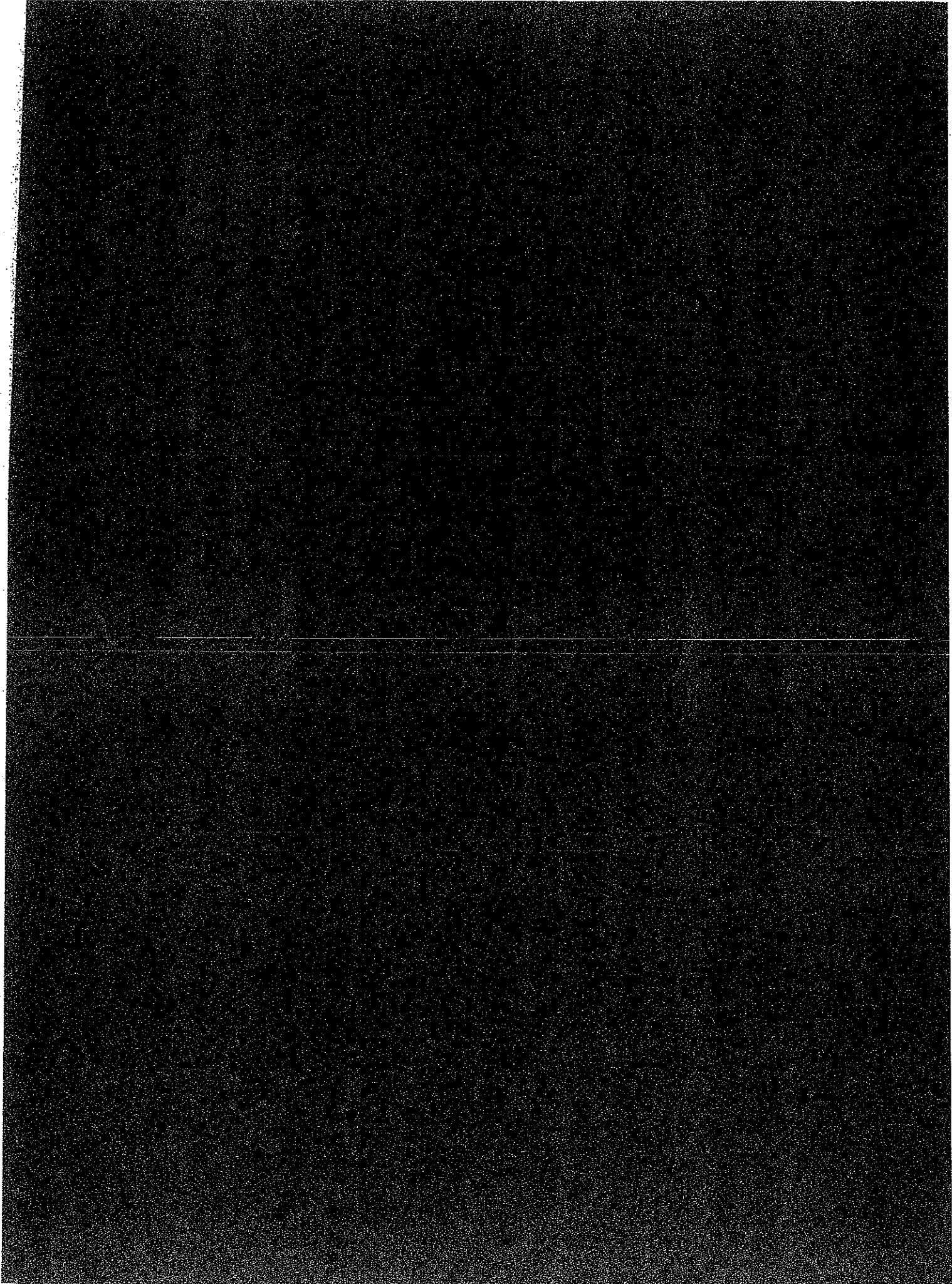
WEST DEER TOWNSHIP

OCCUPANCY PERMITS			
YEAR	# ISSUED	APPROX. TOTAL COLLECTED	
2014	253	\$4,550.00	
2015	235	\$5,275.00	
2016	267	\$5,875.00	
2017	274	\$5,100.00	
2018	282	\$5,750.00	
2019	261	\$5,104.00	

SINGLE FAMILY TOTALS - 2019
(Single Family, Duplex, Quads)

MONTH	NUMBER CONSTRUCTED	CONSTRUCTION COST SINGLE FAMILY	CONSTRUCTION COST DUPLEX UNITS	CONSTRUCTION COST QUAD UNITS
January	0	\$0.00	\$0.00	\$0.00
February	0	\$0.00	\$0.00	\$0.00
March	6	\$232,285.00	\$0.00	\$700,000.00
April	10	\$1,035,000.00	\$600,000.00	\$700,000.00
May	2	\$0.00	\$537,500.00	\$0.00
June	0	\$0.00	\$0.00	\$0.00
July	3	\$326,500.00	\$360,000.00	\$0.00
August	8	\$0.00	\$837,700.00	\$700,000.00
September	1	\$281,600.00	\$0.00	\$0.00
October	4	\$0.00	\$0.00	\$700,000.00
November	2	\$0.00	\$537,700.00	\$0.00
December	10	\$0.00	\$1,900,000.00	\$0.00
TOTAL	46	\$1,875,385.00	\$4,772,900.00	\$2,800,000.00

CONSTRUCTION COST APARTMENT BLDG.	PERMIT FEE TOTALS
\$0.00	\$0.00
\$0.00	\$0.00
\$550,000.00	\$6,920.40
\$0.00	\$7,675.20
\$0.00	\$1,461.60
\$0.00	\$0.00
\$0.00	\$3,036.90
\$0.00	\$5,143.80
\$0.00	\$720.30
\$0.00	\$2,520.00
\$0.00	\$1,489.80
\$0.00	\$5,670.00
\$550,000.00	\$34,638.00



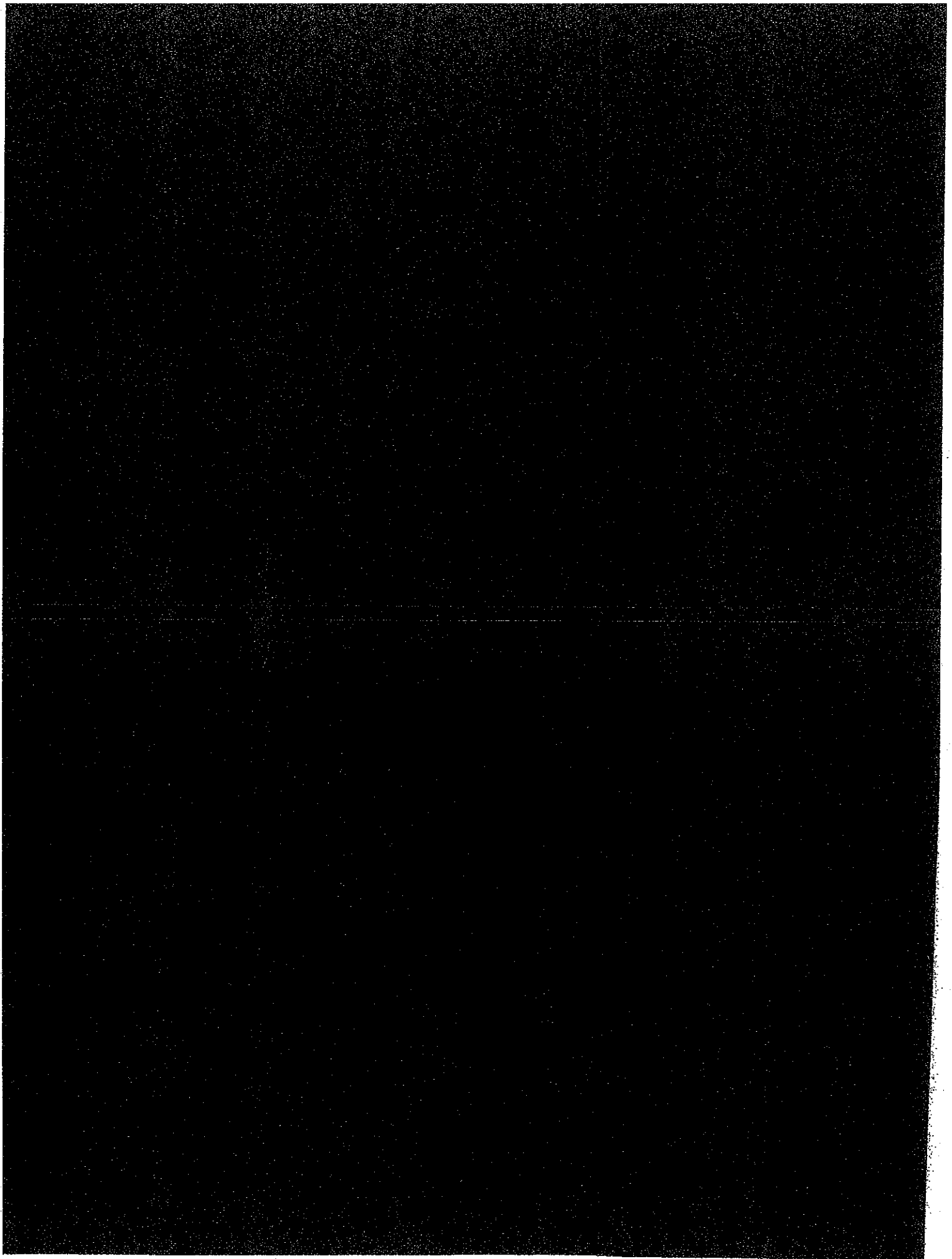
REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

Parks & Recreation Report

January 15th, 2020

- 2020 Scheduled Events (more will be added)
 - March 28th – Hunter/Trapper Safety Course – 8:00am-3:00pm at Township Building
 - April 5th – Easter Egg Hunt at Bairdford Park
 - June 19th – 80's Party in the Park at Bairdford Park
 - June 26th – Movie in the Park at Bairdford Park
 - July 24th & 25th – Community Days at Bairdford Park
- Community Days Rides – Chief Lape and I had a meeting with Brian from Thomas Family Amusements and he is sending us information and a formal proposal. His rides look much nicer and we are working out the details. He is only available on 7/24 & 25 so we are looking to move the date.
- Our next meeting is January 22, 2020 with the first Community Days meeting of the year to follow.



2020 BOARD APPOINTMENTS

AS OF DECEMBER 31, 2019, THERE ARE VACANCIES ON THE PLANNING COMMISSION, ZONING HEARING BOARD, & THE PARKS & RECREATION BOARD. SOME OF THE APPLICANTS ATTENDED THE REORGANIZATION MEETING ON JANUARY 6, 2020 TO MEET THE BOARD OF SUPERVISORS AND TO INTRODUCE THEMSELVES.

• PLANNING COMMISSION – ONE APPOINTMENT

ONE MEMBERS' TERM EXPIRED ON DECEMBER 31, 2019.

- TIMOTHY D. PHELPS

MR. PHELPS REQUESTED REAPPOINTMENT (LETTER ATTACHED).

THE BOARD ALSO RECEIVED THE ATTACHED LETTERS OF INTEREST FROM:

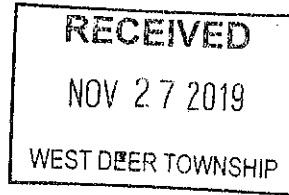
- CHRIS HIGGINS
- ALAN M. BANKS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS A MEMBER OF THE PLANNING COMMISSION FOR A FOUR YEAR TERM TO EXPIRE DECEMBER 31, 2023.

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. FORBES	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. KARPUZI	___	___	___	___



Tim Phelps
1726 Saxonburg Blvd.
Curtisville Pa 15032

Attn: To the Board of Supervisors

I, Tim Phelps, would like to renew my position on the West Deer Township Planning Board. Giving back to the township where I have live is something which I enjoy. Working with the public and trying to both help West Deer Township and its citizens achieve their goals.

Thank you for your time.

A handwritten signature in black ink, consisting of a large, stylized initial 'T' followed by a long horizontal line that ends in a small flourish.

Tim Phelps

724-721-1122

RECEIVED

NOV 26 2019

WEST DEER TOWNSHIP

Dear Mr. Mator and West Deer Supervisors:

I am interested in becoming a member of the West Deer Township Planning Commission and would ask that you consider me for one of the current open seats. I am no stranger to the West Deer community, having moved here from Virginia Beach seven years ago. Prior to that, I spent 23 years in the United States Navy serving our country. During my service, I was responsible for depot level maintenance and the planning of several ship overhauls, which involved in-depth logistical planning and strict adherence to the Navy's policies. Although I never held public office during my time in the Navy, I did act as an ambassador for our country in every place we visited. My primary role was as an Electrical/Mechanical Engineer, but I also lead recruits in basic training and recruited future sailors here in the Pittsburgh area. I am currently working at a local company as an Operations Supervisor, where I have been involved in the planning, building, testing and shipping of our products to our customers. I am serious about my commitment to this community and making it better, whether it is this role or another that might open up in the future.

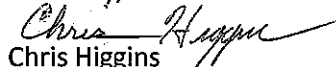
As an interested member of our community, I would like to volunteer my time, skills, and talents to assist in planning the future of our township. During my time in the Navy, I was highly involved in depot level maintenance and the planning of several ship overhauls. My experiences in the Navy, along with my work as Operations Supervisor, have provided me with unique and valuable abilities that I feel could benefit the West Deer Planning Commission.

I have included my resume with this letter, and am happy to answer any questions you may have if given the opportunity.

I respectfully request your support in being appointed to the West Deer Planning Commission.

Thank you for your consideration.

Sincerely,


Chris Higgins

PROFESSIONAL OBJECTIVE

Professional growth with a company in a role that will continue to positively affect their organization leading to improved quality, efficiency, delivery, training and 5S through my acquired training, expertise and experience.

SUMMARY PROFILE

- Plans, prioritizes and manages through the schedule what is needed to meet delivery to customer. Lead Daylight Supervisor at EMD of General Assembly responsible for the assembly, quality, testing and the delivery of several projects. Additional responsibilities are for other product lines in bench assembly and the weld area. Leading the 5S charge in assigned areas and the identification of any process issues along with the corrections required to improve product schedule and delivery to the customer.
- Seasoned mechanical maintenance management professional and subject matter expert in gas turbine engines, auxiliaries and marine propulsion engineering plants. Proven expertise in the implementation and oversight of cutting edge operations techniques and measurement tools to reduce costs, enhance productivity, increase machine availability and optimize man-hour usage.
- Extensive experience in work package planning, scheduling and quality assurance. Streamline and manage associated tag-out, fuel/oil/water control, safety, training, regulatory compliance, technical publications, tools and parts inventory, HAZMAT, and staff morale/counseling programs.
- Journeyman technician in power plant engineering and hydroelectric-machinery mechanic, HVAC& R systems, plant electrical and controls, programmed logic controllers, valves, pumps, compressors, generators, hydraulics/pneumatics, piping, etc.
- Poised, articulate and demonstrative executive team member able to effectively lead staff meetings, present monthly summary reports and serve as point man for formal liaison with contractors as well as departmental policy making issues. Solid problem-solving and organizational turnaround skills.
- In-depth experience in both production control and administrative support functions ranging from routine service to comprehensive planning/coordination of major overhauls. Led teams of up to 30 cross-functional technical and administrative support personnel tasked with operating and accounting for full-scale propulsion/auxiliary plants onboard virtually all surface ship platforms.
- Proven track record of reengineering maintenance programs to streamline efficiency, improve manpower/asset allocation, reduce costs, automate inventory and job tracking functions, and ensure the highest levels of program safety, accountability and service delivery.

LICENSES, CERTIFICATIONS & FORMAL QUALIFICATIONS

- Engineering Officer of the Watch
- Secret Security Clearance
- Hydroelectric-Machinery Mechanic Journeyman
- Power-Plant Operator Journeyman
- Counselor (Professional and Kindred) Journeyman
- Master Training Specialist
- Lean Six Sigma Yellow Belt
- Lean Six Sigma Green Belt
- Navy Afloat Maintenance Training Strategy Gas Turbine Repair NEC-4140
- U.S. Navy Gas Turbine Mechanical Maintenance Technician for FFG-7 Class Ships, NEC-4128
- U.S. Navy Gas Turbine Mechanical Maintenance Technician for DDG-51 Class Ships, NEC-4126
- U.S. Navy Gas Turbine Electrical Maintenance Technician for FFG-7 Class Ships, NEC-4129
- U.S. Navy Gas Turbine Electrical Maintenance Technician for DD-963/DDG-993/CG-47 Class Ships, NEC-4123
- U.S. Navy Hazardous Materials Control Management Technician, NEC-9595
- U.S. Navy Instructor, NEC-9502
- U.S. Navy Recruiter Canvasser, NEC-9585

CHRIS HIGGINS

404 W Starz Road
Gibsonia, Pennsylvania 15044

Johnchiggins7@gmail.com Home: 724-768-7868 Cell: 412-298-2193

- U.S. Navy Recruiter/Assistant Recruit Company Commander/Recruit Instructor, NEC-9508
- U.S. Navy Functional Support and Administration Trainee, NEC-9750
- U.S. Navy Enlisted Surface Warfare Specialist
- Additional Engineering Operations Qualifications: Quality Control Inspector, Fuel Oil King, Lube Oil King, Water King, Quality Assurance Craftsman, Division Damage Control Leader (Emergency Response Program), Division Safety Program Administrator, JP-5 Aviation Fuel Supervisor and Pump Room Operator, Advanced Damage Control Technician and Incident Investigator, Engineering Duty Officer, 3-M Division Officer, Engineerroom Operator, Distilling Plant Operator, Small Arms Marksman, Hazardous Materials/Waste Technician, and others
- Current Motor Vehicle Operator's License, Pennsylvania

HIGHLIGHTS OF EXPERIENCE

Curtiss-Wright EMD – Cheswick, Pennsylvania

Operations Supervisor (12/13–Present) Responsible for the supervision of production employees to facilitate the quality assembly, weld, inspection, rework and shipment of a quality product to the customer. Current and past roles at EMD have included lead daylight supervisor of large machines, bearing cell, burr area, storeroom/shipping, general assembly, bench assembly and the weld area. I have also been a member and lead of several Kaizen events to improve our storage, inspection and storeroom capabilities.

Pittsburgh Glass Works - Creighton, Pennsylvania

Production Supervisor (07/12-12/13) Responsible for supervising production and or maintenance employees to facilitate the maximum utilization of equipment and work force to meet production requirements at Pittsburgh Glass Works the #1 manufacturer and distributor of automotive glass in the United States. Directly supervises 30 employees in the effective and safe operations in production of automotive glass. Maximizes process performance for two lines increasing product quality by solving process deficiencies through training and leadership contributing to the best quarter in 3 years.

U. S. NAVY – Chief Petty Officer Gas Turbine Systems Technician Mechanical/Electrical Norfolk Naval Shipyard/Norfolk Ship Support Activity-Norfolk, Virginia

Command Navy Afloat Maintenance Training Strategy JQR Coordinator (04/11- 07/12) Maintaining and training 426 Norfolk Naval Shipyard personnel in the Navy Afloat Maintenance Training Strategy Job Qualification Requirement. Directly responsible for a staff of 13 to accomplish the goal of training and qualifying 426 personnel in 8 JQR fields of expertise. Training a completely new staff along with during the short time frame of 4 months qualifying 61 personnel more than tripling the number for the past 8 months.

USS San Jacinto (CG 56) – Norfolk, Virginia

Main Propulsion Manager (08/10-04/11) In charge of the main propulsion plant onboard a Navy Guided Missile Cruiser. Scheduled, trained, supervised, motivated and evaluated the efforts of 32 junior Sailors and 2 junior Officers. On a daily basis supervised the preventive and corrective maintenance of four LM2500 Gas Turbine Engines, three 501-K17 Allison Gas Turbine Generators, Digital Control Systems and auxiliary support systems. Member of ship's Engineering Training Team and Damage Control Training Team. Supervised the transfer of millions of gallons of fuel and lube oil on and off the ship during a shipyard period with a perfect safety record. As lead Quality Assurance Inspector, personally tracked and managed over 217 jobs during ship's yard period. Noted during ships gage calibration recertification as having the best inspection and program he had seen in the last 10 years.

Navy Recruiting District - Pittsburgh, Pennsylvania

Zone Supervisor/Recruiter-in-Charge (3/07-08/10): Directly responsible for 1 medium station, 2 small stations and assistant overall in charge of 1 large, 2 medium and 3 small stations in the Pittsburgh area. On a daily basis planned, organized, trained and lead 7 recruiters in the recruiting of applicants for enlistment along with the mentoring of 48 Delayed entry personnel awaiting the start of their Navy careers. While recruiting was recognized with six Gold Wreaths for personal recruiting excellence and the Chief of Naval Operations Admirals Accelerator Award, also recruiters under direct leadership won several awards and were advanced along with stations being recognized for excellence.

USS Winston S Churchill (DDG 81) – Norfolk, Virginia

Main Propulsion Manager (10/05-03/07) In charge of the main propulsion plant onboard a Navy Destroyer. Scheduled, trained, supervised, motivated and evaluated the efforts of 38 junior Sailors and 1 junior Officer. On a daily basis supervised the preventive and corrective maintenance of four LM2500 Gas Turbine Engines, three 501-K34 Allison Gas Turbine Generators, Digital Control Systems and auxiliary support systems. Member of ship's Engineering Training Team and Damage Control Training Team. Supervised the transfer of millions of gallons of fuel and lube oil on and off the ship with a perfect safety record.

USS Porter (DDG 78) - Norfolk, Virginia

Supervisor for Main Engine room #2 (7/03-10/05) In charge of the main propulsion engineering space #2 onboard a Navy Destroyer. Scheduled, trained, supervised, motivated and evaluated the efforts of 11 junior Sailors. On a daily basis supervised the preventive and corrective maintenance of two LM2500 Gas Turbine Engines, two 501-K34 Allison Gas Turbine Generators, Digital Control Systems and auxiliary support systems. Member of ship's Engineering Training Team.

Shore Immediate Maintenance Activity- Norfolk, Virginia**Enterprise Resource Planning Instructor** (12/02-7/03)

Responsible for the development of curriculum and training for Enterprise Resource Planning and Systems Application Program. Developed, implemented and evaluated various solutions resulting in the adherence to the newly implemented training program. Efforts resulted in the Command-wide increase in the level of knowledge of Systems Application Program and Enterprise Resource Planning.

EDUCATION & TRAINING

- Awarded 201 college credits by the American Council on Education for Navy experience credited for Bachelor of Professional Studies in Business and Management, Jan 2012
- Enlisted Navy Recruiting Orientation/Recruiter Canvasser, 5 Weeks, March 2007
- Advanced Leader Development Program, 1 Week, June 2006
- Command Financial Specialist, 1 Week, November 2003
- Joint Quality Assurance Inspector, 4 Days, October 2003
- Primary Leadership Development Program, 2 Weeks, April 2003
- Gas Turbine Console Operator for FFG-7 Class Ships, 3 Weeks, Nov 2002
- Gas Turbine Mechanical Maintenance Technician, 11 Weeks, February 2002
- Gas Turbine Console Operator Training, 4 Weeks, November 2001
- Recruit Division Commander, 13 Weeks, August 1999
- First Line Leadership Development Program, 2 Weeks, December 1998
- Instructor, 4 Weeks, August 1997
- Gas Turbine Console Operator FFG-7, 4 Weeks, December 1993
- Gas Turbine Electrical Phase II C School Strand, 10 Weeks, November 1993
- Gas Turbine Electrical Phase II C School, 10 Weeks, September 1993
- Advanced Operator Training, 4 Weeks, March 1991
- Gas Turbine System Technician, Class A, Hot Plant, 4 Weeks, September 1990
- Gas Turbine Electrical Class A, 26 Weeks, August 1990
- Propulsion Engineering Basics, Class AP, 4 Weeks, February 1990
- Mapletown Jr. Sr. High School, Greensboro, PA High School Diploma, 1989

SUPPLEMENTAL INFORMATION

- References furnished upon request.

RECEIVED

DEC 12 2019

WEST DEER TOWNSHIP

December 12, 2019

Alan M. Banks, RLA
201 Spruce Lane
Gibsonia, PA 15044

West Deer Township Board of Supervisors
109 East Union Road
Cheswick, PA 15024

Re: Planning Commission Seat

To Whom It May Concern:

Please accept this as my letter of intent to obtain a seat on the West Deer Township Planning Commission. As an interested member of our community, I would like to volunteer my time, skills, and talents to assist in planning the future of our township.

As a Registered Landscape Architect in the State of Pennsylvania, my professional experience with both commercial and residential development affords me a unique understanding of planning and land development.

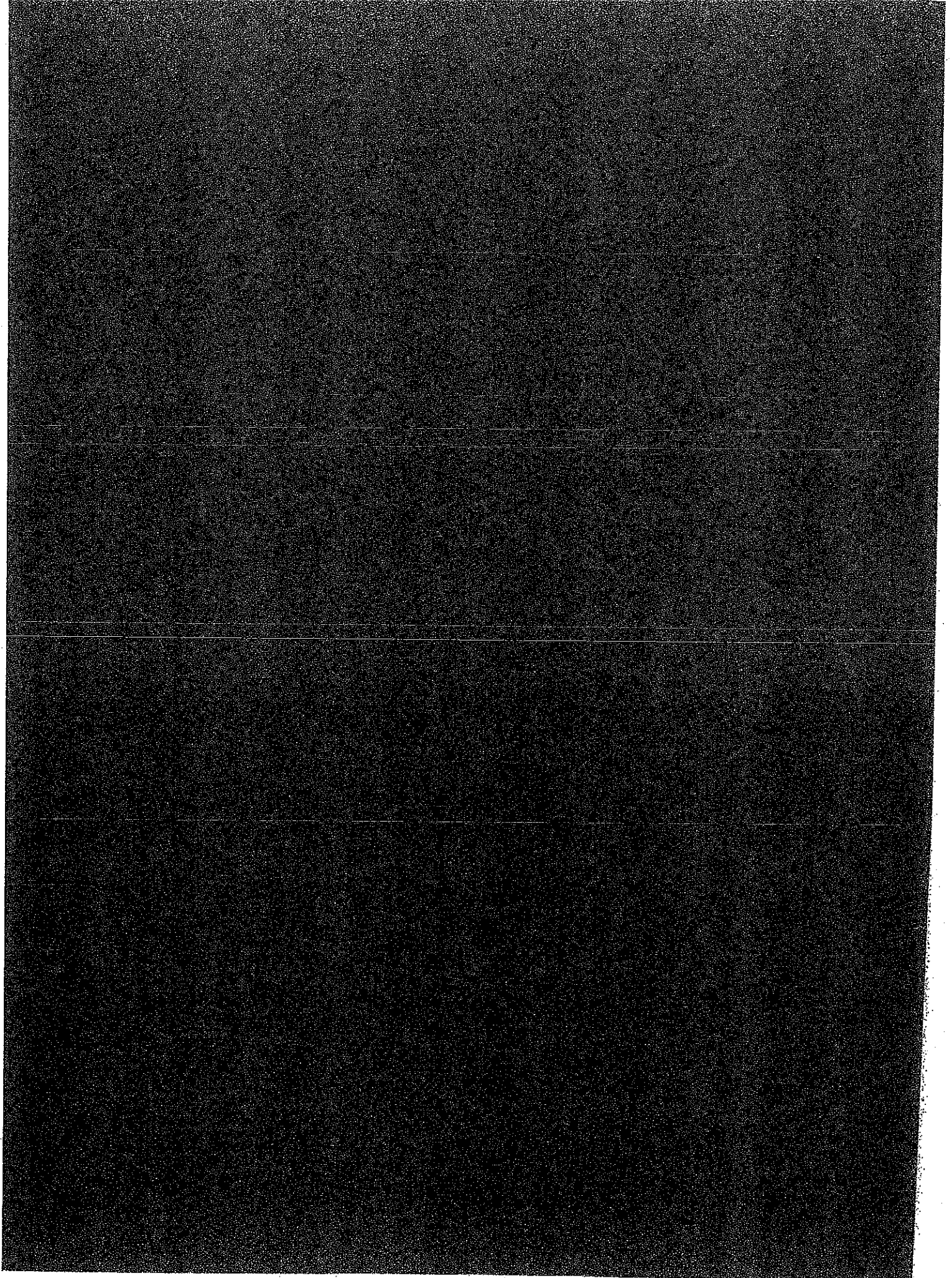
I respectfully request your support in being re-appointed to the West Deer Township Planning Commission.

Thank you for your time and consideration.

Sincerely,



Alan M. Banks, RLA



• ZONING HEARING BOARD – ONE APPOINTMENT

ONE MEMBERS' TERM EXPIRED ON DECEMBER 31, 2019.

- JOSEPH D. GIZIENSKI

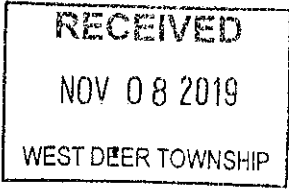
MR. GIZIENSKI REQUESTED REAPPOINTMENT. (LETTER ATTACHED)

THE TOWNSHIP DID NOT RECEIVE ANY OTHER LETTERS OF INTEREST.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS A MEMBER OF THE ZONING HEARING BOARD FOR A FIVE YEAR TERM TO EXPIRE DECEMBER 31, 2024.

	MOTION	SECOND	AYES	NAYES
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___

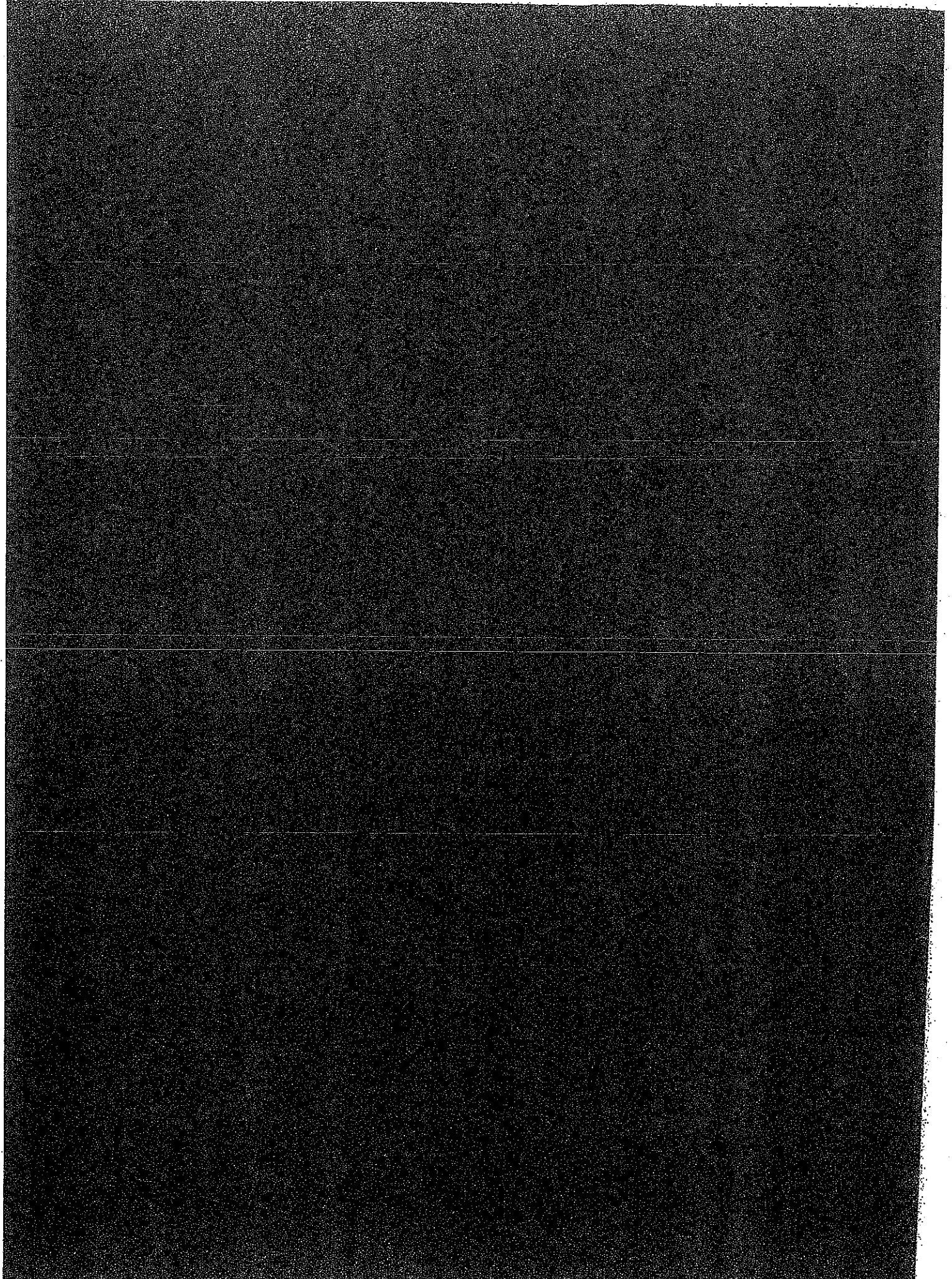


Joe Gizienski
1716 Saxonburg Blvd
Tarentum PA 15084

I Joe Gizienski would like the opportunity to remain on West Deer Townships Zoning Hearing Board for another term.

Sincerely

A handwritten signature in cursive script, appearing to read "Joe Gizienski".



• **PARKS & RECREATION BOARD – 4 APPOINTMENTS**

THREE MEMBERS' TERMS EXPIRED ON DECEMBER 31, 2019.

- SARA KREIDLER
- KRISTEN A. RESTORI
- CHRIS REIHER

MRS. KREIDLER WAS APPOINTED BY THE BOARD IN SEPTEMBER TO FILL THE UNEXPIRED TERM OF LESLIE PETROSKY WHOSE TERM EXPIRED 12/31/19 AND MRS. KREIDLER IS NOW REQUESTING REAPPOINTMENT FOR A NEW FIVE YEAR TERM.

BOTH MS. RESTORI AND MR. REIHER DID NOT WANT REAPPOINTED. AND MR. BRANDON FARSTER RESIGNED FROM THE PARKS & RECREATION BOARD EFFECTIVE DECEMBER 31, 2019. MR. FARSTER'S TERM EXPIRES DECEMBER 31, 2021 SO THERE IS A VACANCY TO FILL MR. FARSTER'S UNEXPIRED TERM.

THE BOARD RECEIVED FIVE LETTERS OF INTERESTS FROM:
(LETTERS ATTACHED)

- SARA KREIDLER
- TAITE HOPWOOD
- TRACY HARRINGTON
- NINA JONNET
- STEVEN VANCE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

13-C

1) I MOVE TO APPOINT _____ AS A MEMBER OF THE PARKS & RECREATION BOARD FOR A FIVE YEAR TERM TO EXPIRE DECEMBER 31, 2024.

	MOTION	SECOND	AYES	NAYES
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. KARPUZI	___	___	___	___

2) I MOVE TO APPOINT _____ AS A MEMBER OF THE PARKS & RECREATION BOARD FOR A FIVE YEAR TERM TO EXPIRE DECEMBER 31, 2024.

	MOTION	SECOND	AYES	NAYES
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MR. KARPUZI	___	___	___	___

3) I MOVE TO APPOINT _____ AS A MEMBER OF THE PARKS & RECREATION BOARD FOR A FIVE YEAR TERM TO EXPIRE DECEMBER 31, 2024.

	MOTION	SECOND	AYES	NAYES
MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. KARPUZI	___	___	___	___

(FILL UNEXPIRED VACANCY):

4) I MOVE TO APPOINT _____ AS A MEMBER OF THE PARKS & RECREATION BOARD TO FILL THE UNEXPIRED TERM OF BRANDON FARSTER WHOSE TERM EXPIRES ON DECEMBER 31, 2021.

	MOTION	SECOND	AYES	NAYES
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS. JORDAN	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. KARPUZI	___	___	___	___

Cathy Sopko

From: Sara Kreidler <saraekreidler@gmail.com>
Sent: Thursday, November 7, 2019 3:40 PM
To: csopko@westdeertownship.com
Subject: Parks & Recreation Board

Dear Ms. Sopko,

I received your letter dated 11/1/19 regarding the expiration of my term of service on the West Deer Township Parks & Recreation Board. I would like to request appointment for a new five year term. Is this email to you sufficient to make that request, or do I need to submit a separate letter to the Board of Supervisors (and if so, can you please provide me with the email address(es) to which that letter should be sent?

Thank you,
Sara Kreidler
412-251-1742

Subject: Letter of Interest, West Deer Township Parks & Recreation Board
Date: Thursday, August 15, 2019 at 12:31:25 PM Eastern Daylight Time
From: Sara Kreidler
To: dmator@westdeertownship.com
CC: Toby Kreidler, amygazzo@yahoo.com

West Deer Township Board of Supervisors
109 East Union Road
Cheswick, PA 15024

To whom it may concern,

My name is Sara Kreidler, and I am writing to express my interest in joining the West Deer Township Parks & Recreation Board. I had the pleasure of speaking to the Parks and Recreation Board Chairperson, Amy Gazzo, about the outstanding work the Board is doing, and I would be very excited to join the Board as soon as possible.

My husband, Toby, and I live in West Deer at 70 Creighton Russellton Road, just across the road from the main entrance to Deer Lakes Park. We moved here about 2 years ago from O'Hara township, and we really love living in West Deer. Toby is a partner in a small investment banking firm downtown and I am a "retired" lawyer who now stays home full time with the kids. In the time we have lived here we have turned our property, just shy of 5 acres, into a small homestead with a large vegetable garden, a small orchard, and an array of critters -- chickens, turkeys, rabbits and a few dogs. We love spending time outside with our family and friends. We have four children, ages 17, 14, 4 and 3.

Toby and I have been searching for ways to actively become a part of the West Deer community and meet more of our neighbors and community leaders. After speaking with Amy about the Parks & Recreation Board, it sounds like joining the Board would be a great way for me to lend a hand in important community activities, and also meet some more of the folks living around us. Also, Toby would like to join Amy's list of volunteers to help with event-day activities as needed.

I would welcome the opportunity to speak with the Board of Supervisors about my interest in joining the Parks & Recreation Board, and to answer any questions you might have. I can be reached via email or on my cell, 412-251-1742.

Thank you for your time and consideration. I hope to hear from you soon.

Best regards,
Sara Kreidler

Cathy Sopko

From: Taite Hopwood <t8hopwood@comcast.net>
Sent: Tuesday, November 5, 2019 12:46 PM
To: csopko@westdeertownship.com
Subject: Parks and Rec. board positions

Cathy,

My name is Taite Hopwood and Amy Stark had called me to let me know about the vacancies on the board coming up in January, and that there is a need for volunteers. I am a father of 4 children and live very close to Bairdford Park. We thoroughly enjoy the family events that are held and would like to help out. Amy said to formally submit this letter to confirm the fact that I would like to be considered for one of the open positions. If there is anything further I would need to do, please don't hesitate to reach out and let me know. Thanks for your time.

Taite Hopwood

Sent from my iPhone

Cathy Sopko

From: Tre Harrington <treharrington1@gmail.com>
Sent: Tuesday, November 5, 2019 8:39 PM
To: csopko@westdeertownship.com
Subject: Parks and Recreation Board opening

November 5, 2019

Tracy Harrington
4776 Bayfield Rd.
Allison Park, PA 15101

Dear Chairperson Stark and other Parks and Recreation Board members,

I am writing this letter to express my interest in volunteering for the West Deer Parks and Recreation board. As a mom and a long time member of the West Deer community, I would love the opportunity to assist in further developing the incredible resources our community has.

I am a mom of three who has lived in the school district most of my life. As a parent who lives in West Deer, my family participates in the activities provided by the West Deer Parks and Recreation. I see the drive and passion behind each of them and the reward from the community when they show appreciation after. I would love the opportunity to be a part of that.

For the past two years I have been a nanny and I have twenty years experience as a mom. My motivation to volunteer is to build a better community for our expanding population. Our family is your typical outdoor loving group. We love the parks in our area and we truly appreciate the effort that goes into each event. We teach our children to give back to the community. I believe that volunteering my time to the board will not only enrich me as a person but allow me to give back to many families.

My schedule is flexible so I am available for monthly meetings as well as the community programs.

I truly appreciate your time and consideration. I welcome the opportunity to join your board.

Sincerely,

Tracy Harrington
Treharrington1@gmail.com
724.212.4133

August 18th, 2019

West Deer Township Board of Supervisors
109 East Union Road
Cheswick, PA 15024
dmator@westdeertownship.com

To Whom it May Concern,

I recently came across a posting for a vacancy on the West Deer Township Parks and Recreation Board. As a resident of West Deer, I am interested in becoming more involved in my community. Serving on the Parks and Recreation Board would give me an opportunity to actively work to better my home.

I am a recent graduate of Clarion University of Pennsylvania. Currently, I am working locally in West Deer Township.

I would welcome an opportunity to further discuss this opportunity as well as to provide more information about myself.

I look forward to speaking with you and thank you for your time and consideration.

Nina Jonnet
412-584-1002
njonnet13@gmail.com

Nina Jonnet

njonnet13@gmail.com • (412) 584-1002
11 Fiddlers Green Lane, Tarentum, PA 15084

EDUCATION

Clarion University of Pennsylvania
Bachelor of Science in Communication
Concentration: Strategic Communication
Minor in Marketing

Clarion, PA
May 2017

PROFESSIONAL EXPERIENCE

Smullin Asphalt & Concrete LLC.

West Deer, PA

Administrative Assistant

May 2018-Present

- Authored, maintained, and distributed a mix of customer and production reports including invoices, contracts, job files.
- Ensured strict confidentiality regarding all business and client matters.
- Created, managed and organized all file systems and folders; hard copy and on the computer.
- Assisted in creating and managing all social media accounts.
- Performed all general office duties.

Presbyterian SeniorCare

Oakmont, PA

Communications Intern

May 2016- January 2017

- Developed promotional and educational materials to advance non-profit's understanding of various events, certifications and resident safety
- Created social media content while working alongside of human resources
- Interviewed various Presbyterian SeniorCare residents and staff for internal publications
- Ensured brand consistency across all materials created
- Assisted Masterpiece Living team in creating promotional resident pieces

ACTIVITIES/ORGANIZATIONS

American Advertising Federation, Clarion University

January 2015 – May 2017

- Served as the President, lead meetings and kept members informed and involved
- Attended networking functions and planned agency trips to observe the advertising field
- Created advertising campaigns for Pittsburgh Pirates fundraiser

Public Relations Student Society of America, Clarion University

January 2016 – May 2017

- Attended networking functions and conferences involved with the public relations field
- Organized events and fundraisers to spread awareness of organization

WORK EXPERIENCE

Longwood at Oakmont

Verona, PA

Dietary Aide

September 2011 – September 2017

- Perform a variety of tasks in facility neighborhoods, including assisting with meals, remembering specific diets and serving residents
- Uphold safety protocol and best practices in food environments
- Manage 12-20 residents in neighborhood dining rooms
- Work effectively as part of a team and maintained a flexible work schedule

Cathy Sopko

From: Daniel Mator <dmator@westdeertownship.com>
Sent: Thursday, November 14, 2019 9:35 AM
To: Cathy Sopko
Cc: Amy Stark
Subject: FW: Parks And Recreation Board

FYI

--
Daniel Mator
Township Manager
West Deer Township
109 East Union Road
Cheswick, PA 15024
724.265.3680
724.265.2228-fax

From: Steven Vance <stevenvance@stevenvance.com>
Date: Thursday, November 14, 2019 at 9:01 AM
To: <dmator@westdeertownship.com>
Subject: Parks And Recreation Board

West Deer Township Board Of Supervisors

I would like to be considered for a position on the Parks And Recreation Board when they become open in 2020.
Qualifications include:

Running my own entertainment business for 30 years. We booked almost 600 performances last year for weddings, corporate events, festivals and special events of all types.
I have been a performing musician most of my life having played around 4,500 gigs myself.
24-year resident of West Deer in the Cedar Ridge Plan.
Both of my children attended Deer Lakes schools.
Undergrad degree from the University Of Pittsburgh.
I have clearances - although they may need to be updated.
My favorite thing to do when I'm not performing is to go to hear someone else play music.

You can reach me via email here or call my business line at 724-444-8400 or call or text my cell at 724-799-0277.

Let me know if there is anything else you need. Thank you for your consideration.

Steve

STEVEN VANCE
VIOLIN & DJ ENTERTAINMENT

Pop/Rock Electric Violin
One-Of-A-Kind Violin & DJ Package
String Ensembles
Strolling Violin

**Keysting Violin & Piano Duo
SlickPic PhotoBooth
Uplighting and
Monograms
... and Everything From Steel Drums To Sinatra Impersonators**

"We Love Making Special Events ... Extraordinary !"

The Wedding Wire "Couples Choice" Award

2019, 2018, 2017, 2016, 2015, 2014, 2013 and 2012

The Knot "Best of Weddings" Award

2019, 2018, 2017, 2016, 2015, 2013, 2012, 2011

The Knot Hall Of Fame Inducted in 2014

PHONE

724-444-8400 800-303-1947

EMAIL

stevenvance@stevenvance.com

WEB SITE

<http://www.stevenvance.com/>

TWITTER

@StevenVance

FACEBOOK

<https://www.facebook.com/StevenVanceEntertainment>

YOUTUBE

<http://www.youtube.com/user/svenjorgenson>

PINTEREST

<http://pinterest.com/stevenvancevln/pins/>

INSTAGRAM

<http://instagram.com/pittsburghweddingmusic/>

SVENTERTAINMENT LLC

WEST DEER TOWNSHIP

BOARD MEMBERS APPOINTMENTS

<u>PLANNING COMMISSION:</u>	<u>TERM EXPIRES:</u>	<u>NEW TERM:</u>	<u>NEW DATE:</u>
Timothy D. Phelps	12-31-2019	4 year	12-31-2023
Katharine M. Rojik	12-31-2020	4 year	12-31-2024
Robert S. Bechtold	12-31-2020	4 year	12-31-2024
Mark Schmidt	12-31-2021	4 year	12-31-2025
John Butala	12-31-2021	4 year	12-31-2025
Suzanne L. Garlena	12-31-2022	4 year	12-31-2026
Patrick D. Stark	12-31-2022	4 year	12-31-2026

ZONING HEARING BOARD:

Joseph D. Gizienski	12-31-2019	5 year	12-31-2024
Scott Woloszyk	12-31-2020	5 year	12-31-2025
Neil Tristani	12-31-2021	5 year	12-31-2026
James Smullin/Alternate:	12-31-2021	5 year	12-31-2026
George Hollibaugh	12-31-2022	5 year	12-31-2027
Sean Parkinson	12-31-2023	5 year	12-31-2028

PARKS & RECREATION BOARD:

Kristen A. Restori	12-31-2019	5 year	12-31-2024
Chris Reiher	12-31-2019	5 year	12-31-2024
Sara Kreidler	12-31-2019	5 year	12-31-2024
Amy Stark	12-31-2020	5 year	12-31-2025
Carol McCaskey	12-31-2021	5 year	12-31-2026
Brandon J. Farster	12-31-2021	5 year	12-31-2026
Arjona Karpuzi	12-31-2022	5 year	12-31-2027

DEER CREEK DRAINAGE BASIN:

Michael A. Sutter	12-31-2019	5 year	12-31-2024
Donald Simonetti	12-31-2021	5 year	12-31-2026
Daniel Coluccio	12-31-2021	5 year	12-31-2026
Ronald Plesh	12-31-2022	5 year	12-31-2027
David Trocki	12-31-2023	5 year	12-31-2028

DCDBA -- Number of members for West Deer

2016 – 4 members

2017 – 5 members

2018 – 4 members

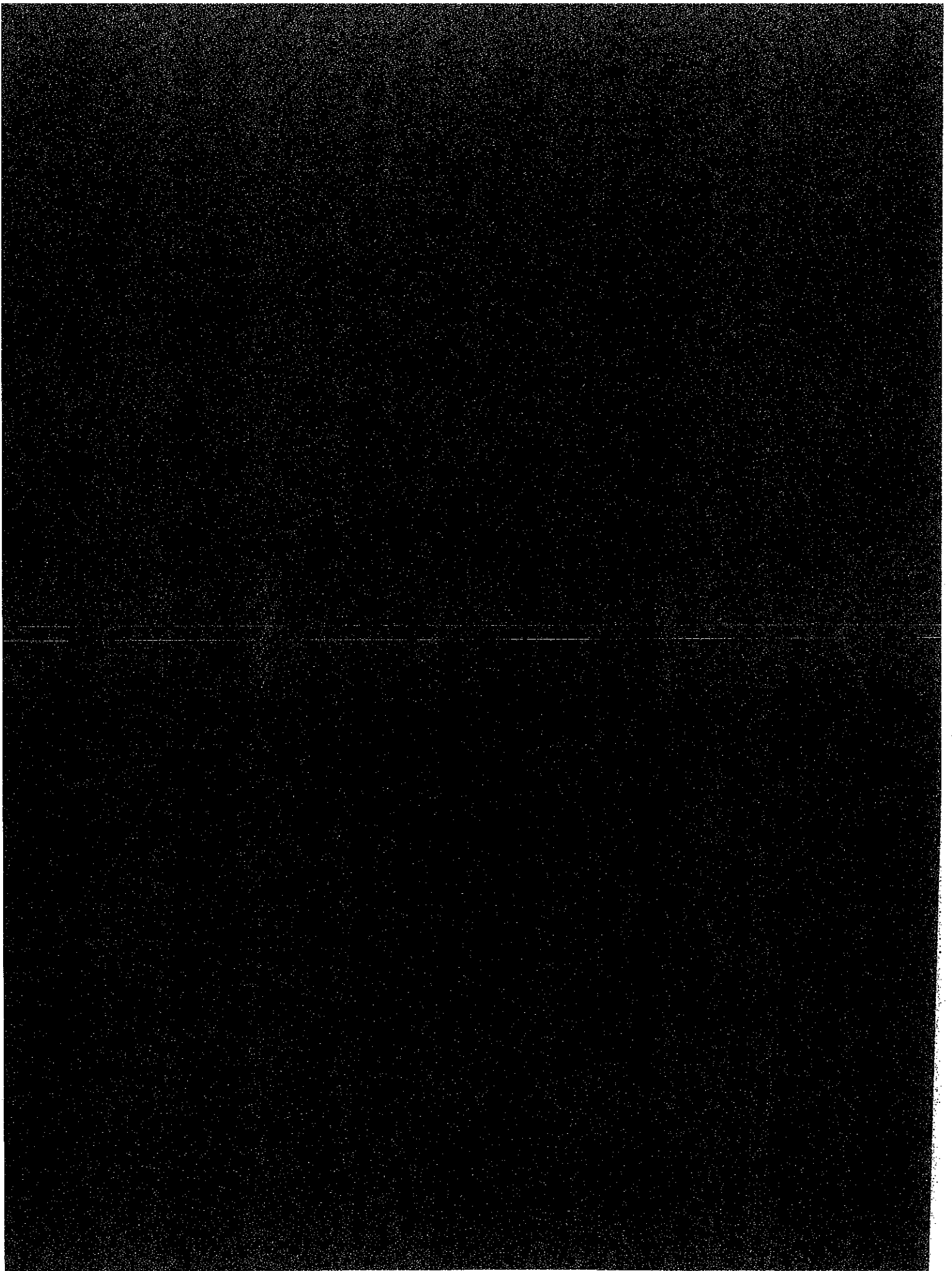
2019 – 5 members

2020 – 4 members

2021 – 5 members

2022 – 4 members

2023 – 5 members



OLD BUSINESS

NEW BUSINESS

SET AGENDA / Regular Business Meeting
February 19, 2020

6:30 p.m. – Executive Session

7:00 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Public Works Foreman's Report
11. Engineer's Report
12. Building Inspector/Code Enforcement Officer's Report
13. Report from the Parks & Recreation Board
14. Adoption: Resolution (Vacant Property Program)
15. Authorization: Purchase of Public Works Trucks
16. Authorization: 2020 Salvage Yard License Applications
 - A. Blazczak Salvage, Inc.
 - B. Catanese Brothers Salvage
 - C. IAA Acquisition Corp.
 - D. Smullin Recycling
17. Old Business
18. New Business
19. Set Agenda/March 18, 2020
20. Comments from the Public
21. Adjournment

COMMENTS FROM THE PUBLIC

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. FORBES	___	___	___	___
MR. KARPUZI	___	___	___	___